

Frequently Asked Questions
Adult Education and Family Literacy Act,
Section 243 Grant Application
FY 2020-2025

Q: Related to the new IET requirements within IELCE, Do we need to be planning for Infrastructure Funding Agreement cost-sharing that has not yet been implemented in Iowa?

A: All required partners that carry out their program in the local area must contribute toward infrastructure costs based on their proportionate use of the one-stop delivery centers and relative benefits received. (WIOA sec. 121(b) and 121(h). Title II's contribution is subject to the limiting administrative percentages of the program.

Q: What is the definition of a workforce training program available at an American Job Center? Can we obtain a list of qualified training programs?

A: The Workforce Innovation and Opportunity Act (WIOA) requires states to maintain a list of providers approved to offer training to individuals eligible to receive WIOA funds. Federal law calls this list the Eligible Training Provider List (ETPL). The list of ETPs is posted on state and local workforce [websites](#).

Q: What is the definition of an industry-recognized credential? Can we obtain a list of qualified credentials?

A: An industry certification is a credential recognized by business and industry at the local, state or national level. It could be an assessment, an examination or a license that is administered and recognized by an industry third-party or governing board. Industry certificates measure competency in an occupation, and they validate the knowledge base and skills that show mastery in a particular industry.

Q: This indicates we are unable to serve F1 or J-1 visa holders. Are we able to/required to serve individuals on other non-immigrant, short-term visas?

A: The Adult Education and Family Literacy Act (AEFLA), as authorized by the Workforce Innovation and Opportunity Act (WIOA), is silent about any other immigration or visa status for individuals seeking AEFLA services.

Q: How do we obtain the Department of Labor data regarding employment 2nd and 4th quarter after exit and their median earnings?

A: All WIOA outcome measures are reported in the [Annual Condition of Iowa Community College 2019](#) Tables 5-23 and 5-24 specified by current AEFLA providers.

Q: It specifies that we cannot be closed for more than 4 weeks at a time/6 weeks in a year, but are we required to offer IELCE classes at all times? Do registration, assessment, orientation dates, and availability of other staff/services (transition, career pathway specialist services, wraparound services, administrative advising) count as being "open"?

for these purposes? (There are concerns with winter break/college closing and end of the fiscal year data needs).

A: Participants should have access to career services which includes basic and individualized services as detailed in [TEGL 3-15](#). Basic career services include such things as outreach, intake, initial assessment, provision of referrals as well as the provision of information relating to the availability of supportive services or assistance. Individualized career services include such things as group or individual counseling, development of an employment plan as well as diagnostic assessment.

Q: This section says contact hours are a minimum of eight hours per week, which is a significant increase from the grant cycle? Is there a different requirement for morning intensive vs. evening classes?

A: Priority access to higher-intensity career services and instruction should be given to participants with barriers to employment. In a continued effort for continuous quality improvement, providers are encouraged to extend instructional hours to a minimum of 8 per week. These hours could be a combination of face to face and distance education. Rationales for why fewer hours will be offered to a class or a site should be included for consideration in the application and what strategies will be used to ensure participants are able to make sustainable improvements.

Q: Does the post-test expectation refer to enrolled participants or only to those participants who have attained eligibility?

A: Post-testing to measure skill gain is a requirement of the grant for all eligible participants and must be done in accordance to the [Iowa Assessment Policy Guidelines](#).

Q: We are to include a personnel list of those who are “relative to the grant.” Does this mean only individuals who are paid by IELCE funds specifically or any paid by AEL funding (e.g., AEFLA -AEL Base Grant, State AEL, State ESL)?

A: Only individuals that will be associated with the AEFLA Section 243 funds should be included on the personnel list.

Q: Appendix A, pages 39-40 what are correct column headings?

A: Appendix A includes the suggested number of individuals in need for each county. The column headings should read: County; 18 Years and Over- Speaks English “Not Well” or Not at All”.

Q: Does the workforce training of an IET component of the IELCE must result in an Industry Recognized Credential or a Post-Secondary Credential?

A. Training as described in WIOA law section 134 (c)(3)(D) includes a list of eleven possibilities of which one is required for the IET to qualify as an IELCE Section 243 program. Several training options (such as On the Job Training) may not result in a Post – Secondary Credential which has been defined in WIOA sec. 3(52) as a credential consisting of an industry-recognized certificate or certification, a certificate of completion of an apprenticeship, a license recognized by the State involved or Federal Government, or an associate or baccalaureate degree. However, for workforce training that involves occupational skills training, incumbent worker training or skill

upgrading the result should meet the minimum credential requirement - an industry-recognized certificate or certification. These certificates must be recognized industry-wide, and document the measurable technical or industry/occupational skills necessary to gain employment or advancement within an occupation. Likewise, such certificates must recognize technical or industry/occupational skills for the specific industry/occupation rather than general skills related to safety, hygiene, etc., even if such general skills certificates are broadly required to qualify for entry level employment or advancement in employment. In addition, there should be a clear career pathway that provides a link between the industry-recognized certificate and the next step in the sector or industry.