

The Workforce Innovation and Opportunity Act

WIOA Desk Reference

Eligible Training Providers

HOW DOES WIOA PROVIDE/PAY FOR TRAINING?

There are several types of training authorized by Workforce Innovation and Opportunity Act (WIOA) for eligible participants. With a few exceptions (including on-the-job training, customized training, and incumbent worker training), training provided under WIOA title I (Adult and DW programs) through training providers must be paid using Individual Training Accounts (ITAs). When appropriate, ITAs may also be used to provide training to out-of-school youth WIOA participants ages 16 to 24. ITAs are a type of agreement under WIOA that may only be used to pay an Eligible Training Provider (ETP) to train a participant through an approved program of study.

WHAT IS AN ETP?

ETPs are providers with approved programs of study that provide training services. Under WIOA, participants who need training to enhance their skills and job readiness to advance along their career pathway may access approved programs of study through the state list of eligible training providers and programs (ETP list). In consultation with a WIOA career planner, participants can select from the list of ETP programs that meet their needs.

WHAT IS THE ETP LIST?

The state ETP list must include each program of study the State and Local Workforce Development Area has approved. WIOA participants approved for training may reference the ETP list to identify appropriate programs of study to achieve their workforce goals. Eligible training providers may be large organizations offering a number of programs of study. Each approved program of study is identified on the list.

WHAT IS A PROGRAM OF STUDY?

Each ETP on the ETP list may have more than one program of study approved to be on the ETP list. A program of study is a program of training services (as defined in 20 CFR 680.420) that consists of one or more courses and leads to a credential, employment, or a measurable skill gain towards a credential.

WHAT ARE THE ETP LIST PERFORMANCE REPORTING REQUIREMENTS?

Each state is required to submit an annual report through the Workforce Integrated Performance System (WIPS) on the performance of all of the programs of study on the state ETP list. These reports are submitted on an annual basis and include general information on each ETP program of study; information and outcomes on all individuals in a program of study regardless of WIOA participation; and, additional information on WIOA participant demographics and outcomes. [Training and Employment Guidance Letter \(TEGL\) 03-18](#) details the reporting requirements for states' reports on ETP performance including the ETP reporting template ([ETA-9171](#)).

ARE REGISTERED APPRENTICESHIPS ON THE ETP LIST?

WIOA requires that Registered Apprenticeship Programs (RAPs) have automatic eligibility to be on ETP list (must follow state-established process for adding RAPs to the list). In addition to this, RAPs are not required but have the



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option to report on performance as part of the ETP performance reporting requirements, which are described in detail in TEGL 03-18.

HOW IS ETP ELIGIBILITY DETERMINED?

States are required to establish policies and procedures that establish eligibility requirements for a training provider applying to be added to the list (initial eligibility) and providers that wish to remain on the list (continued eligibility). Initial eligibility lasts for up to one year, at which point continued eligibility must be determined at least once every two years. WIOA requires these eligibility policies include certain factors, but states are responsible for establishing policies that fit within that framework.

- **Initial Eligibility Requirements**

- Description of each program of training services to be offered
- Information addressing a factor relating to WIOA performance indicators (not including Measurable Skill Gains or Effectiveness in Serving Employers)
- Information concerning whether the provider is in a partnership with business
- Information addressing the alignment of training with in-demand industry sectors and occupations
- Other information required by the Governor

- **Continued Eligibility Requirements**

- Performance on four WIOA performance indicators (Employment 2nd and 4th Quarter After Exit, Median Earnings 2nd Quarter After Exit, Credential Attainment)
- Access to training services throughout the state (including rural areas)
- Information reported to state agencies on Federal and State training programs other than WIOA title I-B programs
- The degree to which training programs relate to in-demand industry sectors and occupations in the State
- State licensure requirements of training providers, and licensing status of training providers, if applicable
- ETP's ability to offer industry-recognized certificates and credentials
- ETP's ability to offer programs that lead to a recognized post-secondary credential
- Quality of program of training services including programs leading to a recognized postsecondary credential
- ETP's ability provide trainings that are physically and programmatically accessible for individuals who are employed and individuals with barriers to employment, including individuals with disabilities
- Timeliness and accuracy of ETP's performance reports
- Other factors determined by the Governor

WHERE CAN I FIND MORE RESOURCES?

ETA's ETP Resource Page: Include links to guidance, templates, webinars, WIPS resources, and peer-to-peer discussion pages. <https://performancereporting.workforceegps.org/resources/2018/09/11/14/58/Eligible-Training-Provider-ETP-Resource-Page>

TEGL 03-18: *Eligible Training Provider (ETP) Reporting Guidance under the Workforce Innovation and Opportunity Act (WIOA)*. https://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=3527

TEGL 41-14: *Workforce Innovation and Opportunity Act (WIOA or Opportunity Act) Title I Training Provider Eligibility Transition*. https://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=9865

