



**NORTH CAROLINA DEPARTMENT OF COMMERCE
DIVISION OF WORKFORCE SOLUTIONS**

DWS POLICY STATEMENT NUMBER: PS 10-2013

Date: July 26, 2013

**Subject: Funds Transfer Under the Workforce
Investment Act**

From:

Roger Shackleford

Roger Shackleford, Assistant Secretary

Purpose: To issue the requirements for the transfer of local formula funds between Workforce Investment Act (WIA) Adult and Dislocated Worker Programs and to rescind Local Area Issuances No. 2009-16 and No. 2009-16, Change 1.

Background: In accordance with the WIA Final Rules at 20 Code of Federal Regulations (CFR) Section 667.140, Local Workforce Development Boards could transfer up to 20% of a Program Year (PY) allocation for Adult employment and training activities, and up to 20% of a Program Year allocation for Dislocated Worker employment and training activities between the two programs. The percentage was subsequently increased to 30% in the consolidated Appropriations Resolution 2003 Public Law 108-7. The U.S. Department of Labor has given waiver approval for transfers up to 50% as requested in North Carolina's PY 2012 - PY 2016 Integrated State Workforce Plan.

North Carolina is required to track, manage, and report Adult and Dislocated Worker expenditures by fund and by Program Year of each allotment portion at the State level. Since local fund transfers impact the State's allotments, as well as State and local fund availability, the Division has established procedures to manage transfers to facilitate accurate reporting to USDOL.

Action: Local Workforce Development Areas may transfer up to 50% of the base Adult and Dislocated Worker allocations of the current year allocation. Youth funds may not be transferred. Transfer requests are to be submitted in the Workforce Information System Enterprise (WISE) as an Administrative Adjustment.

While up to 50% transfer is allowable, Local Areas are reminded that appropriate services to both Dislocated Workers and Adult customers are required. Local Areas are to include in the Administrative Adjustment the rationale for the request and explanation of how services to Adults and Dislocated Workers will be maintained. Requests for transfers may be made through the fifth (5th) working day of June of the current Program Year's funds.

Effective Date: Immediately

Expiration: Indefinite

Contact: Division Planner