

# **WELCOME** **ETPL POLICY WORKGROUP**



**ILLINOIS  
WORKFORCE  
INNOVATION  
BOARD**

**Governor JB Pritzker**  
**John Rico, Co-Chair (IWIB)**  
**Sylvia Garcia, Co-Chair (IWIB)**

**Chair: Terry Wilkerson**

# AGENDA

Terry Wilkerson

Item	Presenter
Welcome, Agenda, Roll Call and Meeting Overview	Terry Wilkerson
Infusing Equity Into the ETPL	Molly Cook
Breakout Room Discussions	ALL
Breakout Room Report Outs	Sarah Blalock Molly Cook
July Pre-Work	Sarah Blalock Molly Cook
Infusing Equity Into the ETPL- Enhancing Consumer Choice	Emily Rusca
Next Steps	Terry Wilkerson

# ROLL CALL

Terry Wilkerson

All names visible on the Zoom participant list will be called. If your name is not listed, please let us know or type into the chat that you are here.



# ETPL POLICY WORKGROUP: PRIORITIES REVIEW

Terry Wilkerson

Priority 1: Revise the current ETPL policy based on TEGs released by the Department of Labor (DOL)

Priority 2: Assure the ETPL policy follows DOL findings

Priority 3: Provide a revised policy for approval by the IWIB Executive Committee in September 2022

Priority 4: Address the Pending Equity Task Force Recommendations

# TODAY'S FOCUS

Sarah Blalock

Priority 1: Revise the current ETPL policy based on TEGs released by the Department of Labor (DOL)

Priority 2: Assure the ETPL policy follows DOL findings

Priority 3: Provide a revised policy for approval by the IWIB Executive Committee in September 2022

Priority 4: Address the Equity Task Force Recommendations

- Review Equity Task Force Recommendations for the ETPL
- Discuss areas within the policy that can be more equitable

Previous ETPL Workgroup's completed work on **Common Program Information**

# EQUITY TASK FORCE RECOMMENDATIONS\*

Molly Cook

Provide funding to, and partner with, organizations providing culturally specific services with a track record of success in serving target populations.

**Help culturally responsive community-based organizations qualify for the Eligible Training Provider List (ETPL):**

Provide proactive training to such organizations on how to use and navigate the system

Add criteria to the ETP policy about whether training organizations intentionally conduct outreach and provide quality services to target populations, and whether they have community support.

Ensure that all training providers are included in the interactive map of training providers.

Include in the revised ETPL policy an acknowledgement that the ETPL has equity implications for customer outcomes, and that informing customer choice should include data about how ETPs perform.

ETPL policy should also include requirements to evaluate outcomes and ban predatory training providers that have a track record of poor completion and employment outcomes.

Examine the equity impact of current criteria for the demand occupations list and ensure that local areas have a non-burdensome process for including local in-demand occupations.

# EQUITY TASK FORCE RECOMMENDATIONS \*

Molly Cook

**Help culturally responsive community-based organizations qualify for the Eligible Training Provider List (ETPL):**

<b>After Policy</b>	Provide proactive training to such organizations on how to use and navigate the system
<b>Today</b>	Add criteria to the ETP policy about whether training organizations intentionally conduct outreach and provide quality services to target populations, and whether they have community support.
<b>ProPath Subgroup</b>	Ensure that all training providers are included in the interactive map of training providers.
<b>Today + ProPath</b>	1) Include in the revised ETPL policy an acknowledgement that the ETPL has equity implications for customer outcomes, and 2) that informing customer choice should include data about how ETPs perform.
<b>Ongoing</b>	ETPL policy should also include requirements to evaluate outcomes and ban predatory training providers that have a track record of poor completion and employment outcomes.
<b>Ongoing</b>	Examine the equity impact of current criteria for the demand occupations list and ensure that local areas have a non-burdensome process for including local in-demand occupations.

# EQUITY TASK FORCE RECOMMENDATIONS \*

Molly Cook

Add criteria to the ETP policy about whether training organizations intentionally conduct outreach and provide quality services to target populations, and whether they have community support.

Should the policy include:

- ☐ A statement encouraging intentionally conduct outreach and provide quality services.

**OR**

- ☐ Provide supplemental guidance separate from the policy (attachment) on how to intentionally conduct outreach and provide quality services.

**BOTH?**



# EQUITY TASK FORCE RECOMMENDATIONS\*

Molly Cook

Include in the revised ETPL policy an acknowledgement that the ETPL has equity implications for customer outcomes

This policy also builds upon and enhances the Illinois Unified State Plan and has equity implications for customer outcomes and informing customer choice. To maximize customer choice and assure that all population groups are served, a comprehensive process must ensure that a significant number of qualified Eligible Training Providers (ETPs) are available to customers.

# ADDITIONAL POTENTIAL EQUITABLE AVENUES- BREAKOUT DISCUSSIONS

Sarah Blalock



Adding an informational Executive Summary



Creating Attachments + Visual Resources (Flowcharts, Contact Guide, Informational Website)

# + EXECUTIVE SUMMARY

Sarah Blalock

What else should be included in an executive summary?

Examples:

- Have there been any changes since the last policy? If so, describe the modification(s).
- What must the Local Workforce Development Board do to meet the requirements of this policy?

## **1. What is the general purpose of this policy?**

To maximize customer choice and assure that all population groups are served, a comprehensive process must ensure that a significant number of qualified Eligible Training Providers (ETPs) are available to customers.

## **2. Who is included in the Eligible Training Provider List?**

A training provider that has at least one program of study is defined as one (1) or more courses or classes, or a structured regimen that provides job-driven training services and leads to a recognized postsecondary credential, as defined in WIOA, which includes an industry-recognized certificate or certification, a certificate of completion of a registered apprenticeship, a license recognized by the state involved or Federal Government, a postsecondary credential, secondary school diploma or its equivalent, employment, or measurable skill gains toward a recognized postsecondary or secondary school diploma or its equivalent credential or employment. These training services could be delivered in person, online, or in a blended approach.

## **3. What are the notable guidelines conveyed within this policy?**

To be determined once sections are decided

## **4. How does this policy affect the workforce system?**

The ETPL supplies useful information on training providers, the services they provide, and the quality of their programs.

EQUITY STATEMENT: The ETPL has equity implications for<sup>11</sup> customer outcomes and informing customer choice.



# ATTACHMENTS

Molly Cook

## POTENTIAL ATTACHMENTS

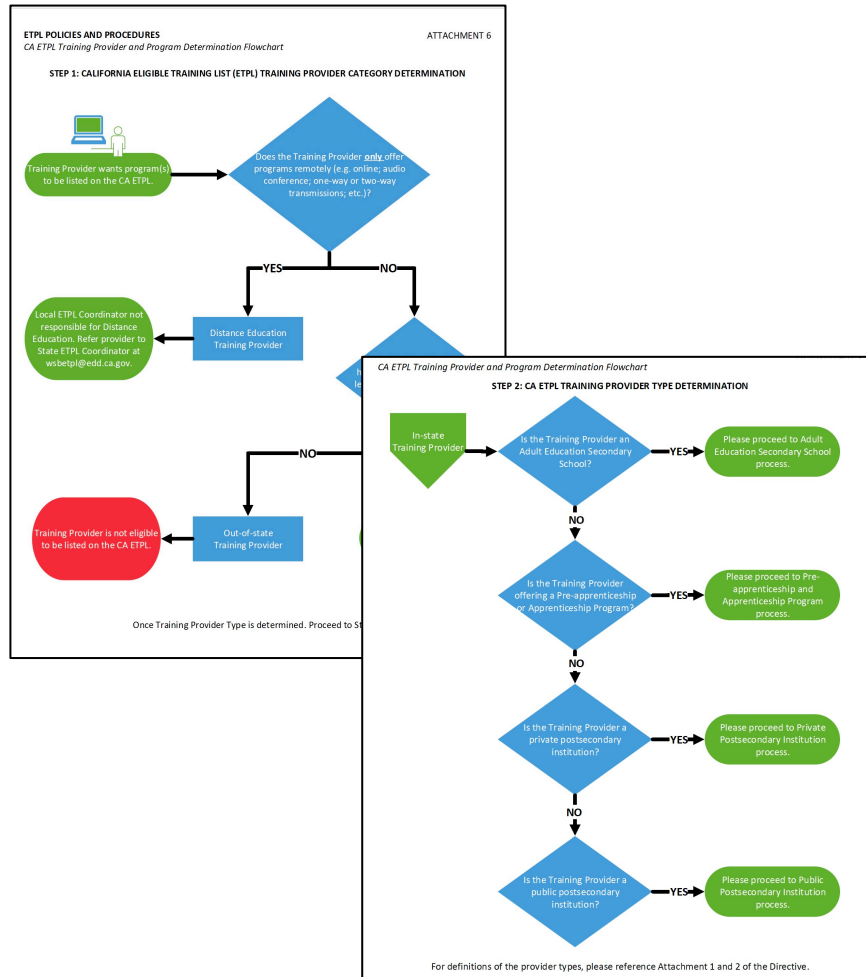
1. **Requirements for Initial Eligibility and Continued Eligibility of Training Providers and Training Programs**– *Lists the required information needed to input into IWDS for providers– include CPI (discussion to follow).*
2. **Definitions**–*Includes definitions relevant to the ETPL Policy and Procedures.*
3. **ETPL Training Provider and Program Determination Flow Chart**
4. **Decision trees** designed to assist Local ETPL Coordinators with determining initial and continued eligibility for the various provider types and programs.
5. **ETPL Eligibility And Approval Process Chart**
6. **ETPL Application**
7. **Registered Apprenticeship Program Application**
8. **System Entry Guide for Providers** (Data Entry – IWDS/ProPath). *Resource to assist Local ETPL Coordinators with the initial and continued eligibility process for training providers*
8. **Reporting** – *All Student Data*
9. **Performance**

**Anything else?**

**Items in Purple will be further discussed on the next *visual resources* slide.**

# VISUAL RESOURCES

Molly Cook



1. **ETPL Training Provider and Program Determination Flow Chart**
2. **Decision trees** designed to assist Local ETPL Coordinators with determining initial and continued eligibility for the various provider types and programs.
3. **ETPL Eligibility And Approval Process Chart**

Anything else?



# BREAKOUT ROOM REPORTS



Adding an informational Executive Summary



Creating Attachments + Visual Resources (Flowcharts, Contact Guide, Informational Website)

# PRE-WORK

Terry Wilkerson



The workgroup was asked to read the first five sections of the Policy 7.3-7.3.4 and keeping in mind certain guided questions for each sections.

We are allotting five minutes per section. Please be concise and mindful, add additional thoughts to the chat if need be or email with additional input.

# JULY PRE-WORK: Section 7.3

Sarah Blalock

## WIOA POLICY 7.3

### WIOA TRAINING PROVIDER AND TRAINING PROGRAM ELIGIBILITY

#### POLICY

#### 7.3 Training Provider and Training Program Eligibility Executive Summary / Overview

This policy governs the operation of Illinois' statewide Eligible Training Provider List (ETPL). It is intended to provide information and direction required under the Workforce Innovation and Opportunity Act (WIOA) for training providers on Illinois' statewide Eligible Training Provider List (ETPL). The WIOA emphasizes informed consumer choice, job-driven training, training provider performance and continuous improvement in performance achievement and accountability. A primary means WIOA employs to achieve these goals is through the ETPL. The ETPL is designed to gather and display useful information on training providers, their services, and the quality of their programs. The ETPL is a key piece of the State one-stop job center system, and it must be made available to the public and individuals seeking information on training programs that may be funded through a WIOA program. This policy also builds upon and enhances the Illinois Unified State Plan and has equity implications for customer outcomes and informing customer choice. To maximize customer choice and assure that all population groups are served, a comprehensive process must ensure that a significant number of qualified Eligible Training Providers (ETPs) are available to customers.

In cooperation with stakeholders, the State has adopted the following principles when developing the ETPL policies and procedures:

**Simplicity** – Avoid imposing burdens that inhibit the participation of accessing quality training providers.

**Customer Focus** – The policies and procedures support the collection and presentation of easily accessible and reliable training program information for both individuals seeking career and occupational training information, and career planners who assist participants eligible for training services.

**Informed Consumer Choice** – The ETPL includes approved training programs that market information identifying industry sectors and occupational clusters that are high-growth, high-demand, projecting skills shortages, and/or vital to the regional economy.

**Training Delivery Flexibility** – Policies and procedures that foster and support the inclusion of various types of training delivery that expand opportunities for consumer choice.

**Quality** – Ensure a comprehensive list of quality training programs that meet minimum performance standards and provide industry-valued skills in priority industry sectors. Information must be accurate, transparent, accessible, and user-friendly.

**Respect for Local Autonomy** – The policy remains supportive of the autonomy WIOA grants to the Local Workforce Innovation Boards (LWIBs).

This policy establishes the types of allowable training services, consumer choice, the difference between the state and local ETPL, the requirement for LWIBs to establish an ETPL policy, eligibility criteria and procedures for initial and continued eligibility for Eligible Training Providers (ETP) and programs, the federally mandated Eligible Training Provider Performance Report (ETP Report), and the roles and responsibilities of the LWIBs and the Illinois Department of Commerce and Economic Opportunity, Office of Employment and Training (OET) in maintaining the integrity of the state ETPL.

This document contains detailed information on initial and continued eligibility requirements, and the roles and responsibilities of the LWIBs and the OET in maintaining the integrity of the state ETPL and the quality of the training programs offered on it.

## Policy

### 7.3: Training Provider and Training Program Eligibility Executive Summary / Overview

- ☐ Are we using inclusion language?
- ☐ Are we using plain language?
- ☐ Any other thoughts?



# JULY PRE-WORK: Section 7.3.1

Sarah Blalock

## 7.3.1 Training Provider and Training Program Eligibility Background Information

The Workforce Innovation and Opportunity Act (WIOA) is designed to help job seekers access employment, education, training, and support services to succeed in the labor market and to match employers with the skilled workers they need to compete in the global economy.

States are responsible for developing the process for determining eligible training providers and programs for WIOA title I, subtitle B adult, dislocated worker, and out-of-school youth (OSY) aged 16-24 training participants and for publicly disseminating the list of these providers with relevant information about their programs. The workforce development system established under WIOA emphasizes informed consumer choice, job-driven training, provider performance, and continuous improvement. The quality and selection of providers and programs of training services is vital to achieving these core principles.

The State list of eligible training providers and programs and the related eligibility procedures ensure the accountability, quality, and labor-market relevance of programs of training services that receive funds through WIOA title I, subtitle B. This list of eligible training providers and programs also is a means for ensuring informed customer choice for individuals eligible for training. In administering the eligible training provider eligibility process, States and local areas must work to ensure that qualified providers offering a wide variety of job-driven programs of training services are available. Illinois' list of eligible training providers and programs is made publicly available online through Web sites and searchable databases as well as any other means the State uses to disseminate information to consumers, including formats accessible to individuals with disabilities. The list is accompanied by relevant performance and cost information and must be presented in a way that is easily understood, to maximize informed consumer choice and serve all significant population groups and is also available in an electronic format.

## 7.3.1 Training Provider and Training Program Eligibility Background Information

- ☐ Does this section provide enough information?
- ☐ Are we using inclusion language?
- ☐ Are we using plain language?
- ☐ Any other thoughts?

# JULY PRE-WORK: Section 7.3.2

Sarah Blalock

## 7.3.2 Allowable Types of Training Services

The following are the allowable types of training for the Workforce Innovation and Opportunity Act (WIOA) Title I, Subtitle B program:

Occupational skills training, including nontraditional employment.

On-the-Job Training (OJT).

Incumbent Worker Training (IWT).

Programs that combine workplace training with related instruction, which may include cooperative education programs.

Training programs operated by the private sector.

Skill upgrading and retraining.

Entrepreneurial training.

Job readiness training provided in combination with the training services described in (a) through (g) above.

Adult education and literacy activities, including activities of English language acquisition and integrated education and training programs, provided concurrently or in combination with services provided with the training services described in (a) through (g) above.

Customized training conducted with a commitment by an employer, or group of employers, to employ an individual upon successful completion of the training.

While all the above are allowable training services under WIOA, service types b, c, and j are not required to be on the Eligible Training Provider List (ETPL).

## 7.3.2 Allowable Types of Training Services

- ☐ Should the policy define types of training in this policy or list them?
- ☐ If defined, should it define these services within the policy or within the definition attachment?
- ☐ Any other thoughts?

# JULY PRE-WORK: Section 7.3.3

Sarah Blalock

## 7.3.3 Training Payment Options

Under the Workforce Innovation and Opportunity Act (WIOA), participants in need of training services may access career training through either Individual Training Accounts (ITAs) or direct contracts for services. Only ITAs require the use of an eligible training provider from the Eligible Training Provider List (ETPL).

An ITA is a payment agreement established by a Local Workforce Innovation Board (LWIB) on behalf of a participant with a training provider and may be used to pay for any allowable type of training, if the program of training service (also referred to as “program of study”) is on the state list of eligible training providers. It is the most used training funding mechanism because it provides participants flexibility in “purchasing” training.

The ETPL is compiled to provide participants with a full array of training programs designed to meet their needs for job readiness or a career pathway. WIOA requires states to establish procedures to determine eligibility for training providers and training programs. Only those eligible training providers and their eligible programs will be included on the ETPL and utilized by career planners for ITAs. The ETPL can be viewed at [\[Insert ETPL Link\]](#).

Direct contracts for training services with employers and the Local Workforce Innovation Area (LWIA) may be for On-the-Job Training (OJT), Incumbent Worker Training (IWT), and customized training. When training is provided through a direct contract, the training provider does not have to be on the ETPL.

An LWIB has the flexibility to determine how it will deliver training. As a result, it must develop WIOA policies and procedures as described in the Training section of this policy manual that align with the use of its multiple kinds of participant training.

## 7.3.3 Training Payment Options

- ☐ Would a provider easily be able to understand what an Individual Training Account (ITA) is from the information provided?
- ☐ Does this section provide enough information?
- ☐ Any other thoughts?

# JULY PRE-WORK: Section 7.3.4

Sarah Blalock

## 7.3.4

### Eligible Training Providers and Programs of Study

The Workforce Innovation and Opportunity Act (WIOA) statute and Final Rule distinguish between Eligible Training Providers (ETPs) and programs of study, as one training provider may provide multiple programs of study for a variety of occupations. Therefore, determining Eligible Training Provider List (ETPL) eligibility is a two-tier approach. First, the training provider must be an eligible entity and second, the training program(s) offered by the provider must meet eligibility and performance criteria. For a training provider to receive (WIOA) Title I-B Individual Training Account (ITA) funds, (adult, dislocated worker, and youth program) its program(s) must be listed on the ETPL are each are subject to the eligibility requirements in WIOA and the regulations.

#### 1. Eligible Training Providers

- a. Eligible training provider entities are:
  - 1) An institution of higher education that provides a program that leads to a recognized postsecondary credential as defined in the Recognized Postsecondary Credentials section of this policy manual;
    - a) This may include programs receiving approval or accreditation by the U.S. Department of Education, Illinois Board of Higher Education, Illinois Community College Board, or Illinois State Board of Education.
  - 2) An entity that carries out programs registered under the Act of August 16, 1937 (commonly known as the "National Apprenticeship Act"; 50 Stat. 664, chapter 663; 29 U.S.C. 50 et seq.) as amended by the National Apprenticeship Act of 2021 as recognized in Illinois by the U.S. Department of Labor (USDOL), Office of Apprenticeship; or
  - 3) Another public or private provider of a program of training services, which may include community-based organizations (CBOs) and joint labor-management organizations; or
    - a) Training provider must provide a private school license, or an appropriate exemption issued by the Illinois Board of Higher Education, Illinois Community College Board, Illinois Department of Financial & Professional Regulation, and/or other relevant licensures. Private school licensure is to be submitted with the application and status will be verified accordingly.
  - 4) Eligible providers of adult education and literacy activities under WIOA Title II if such activities are provided in combination with occupational skills training; or programs that have been recognized by the industry meeting the standards necessary for approval or accreditation, when such standards exist.
- a. Providers of On-the-Job training (OJT), customized training, Incumbent Worker Training (IWT), internships, and paid or unpaid work experience opportunities, or transitional employment shall not be subject to the requirements of this policy since they are contract funded.

#### 2. Eligible Training Programs

- a. A program of study is defined as one (1) or more courses or classes, or a structured regimen that provides job-driven training services. These training services could be delivered in person, online, or in a blended approach. Training programs are defined as one or more courses or classes, or a structured regimen, that leads to:
  - 1) An industry-recognized certificate or certification, a certificate of completion of a registered apprenticeship, a license recognized by the state involved or the federal government, an associate or baccalaureate degree;
  - 2) A secondary school diploma or its equivalent as described in the Secondary School Diploma or Recognized Equivalent section of this policy manual;
  - 3) Employment; or
  - 4) Measurable skill gains as outlined in the Measurable Skill Gains section of this policy manual toward a credential described in paragraph (1) or (2) above.

## 7.3.4 Eligible Training Providers and Programs of Study

- ☐ Is the information regarding program of study clearly stated so new training providers will understand?
- ☐ Does the section below need to be stated in additional sections in the policy?

The Workforce Innovation and Opportunity Act (WIOA) statute and Final Rule distinguish between Eligible Training Providers (ETPs) and programs of study, as one training provider may provide multiple programs of study for a variety of occupations. **Therefore, determining Eligible Training Provider List (ETPL) eligibility is a two-tier approach. First, the training provider must be an eligible entity and second, the training program(s) offered by the provider must meet eligibility and performance criteria. For a training provider to receive (WIOA) Title I-B Individual Training Account (ITA) funds, (adult, dislocated worker, and youth program) its program(s) must be listed on the ETPL are each are subject to the eligibility requirements in WIOA and the regulations.**

- ☐ Any other thoughts?



# Common Program Information Background

*Presentation to ETPL Policy Workgroup  
July 2022*

# How Pro Path Illinois fits into ETPL Policy Update Goals

## 1) Improve the scope of information collected from providers

- Ensure information on programs **supports informed customer choice**, the connection to the regional business need for the training, and alignment to other state education and workforce initiatives
- Align the required data elements for training programs to the **State of Illinois career pathway definition** and the **Common Program Information initiative** of the WRAP Steering Committee of the Children's Cabinet
- Incorporate information on **credentials available** through programs and earned by participants, including, where possible, **competencies** associated with those credentials

## 2) Improve the Processes for Information Collection & Management

- Establish an information collection and management system that is both compatible with provider needs and **supports the further analysis and reporting of the information**
- Determine the **appropriate vehicle** for capturing this information from WIOA-eligible training providers

# Overview of CPI & Pro Path Illinois Background

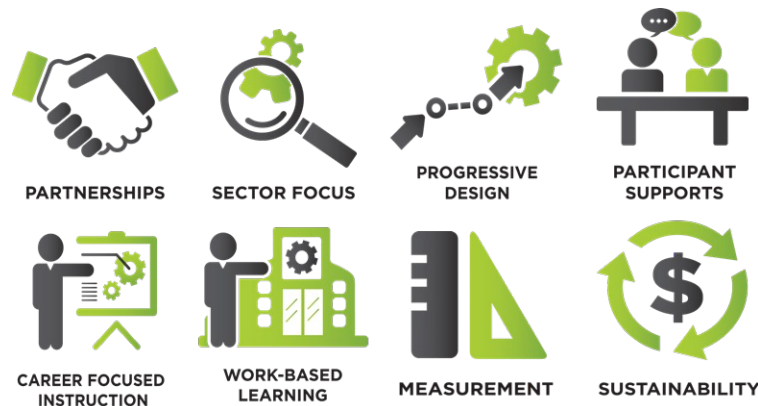
- Grounded in years of research into career pathways and ongoing interagency conversations around data management. Meant to address several concerns, including:
  - The Need for Consistent Language
  - Better Information & Challenges for Program Delivery and Alignment
- ETPL Policy Workgroup and interagency structures previously:
  - Reviewed, refined, and approved Common Program Information (CPI) programmatic data elements to collect about ETPL programs
  - Provided ongoing oversight for IL Workforce Data Quality Initiative (WDQI) grant project to implement CPI and scale outcomes data efforts
  - Supported Chicagoland pilot of CPI elements via survey & resulting directory ([www.careerpathways.net](http://www.careerpathways.net))

# Pro Path: Core Elements

## What is a Progressive Pathway?

Progressive Pathways allow individuals to alternate between and combine periods of education/training and employment, and thereby progressively build toward college and career success over an extended period of time. Through a combination of both learning and work opportunities they can lead to both career advancement *and* eventual college degree completion.

*Based on national, state, and local sources, the Project Team initially identified and defined eight core elements of career pathway programs:*

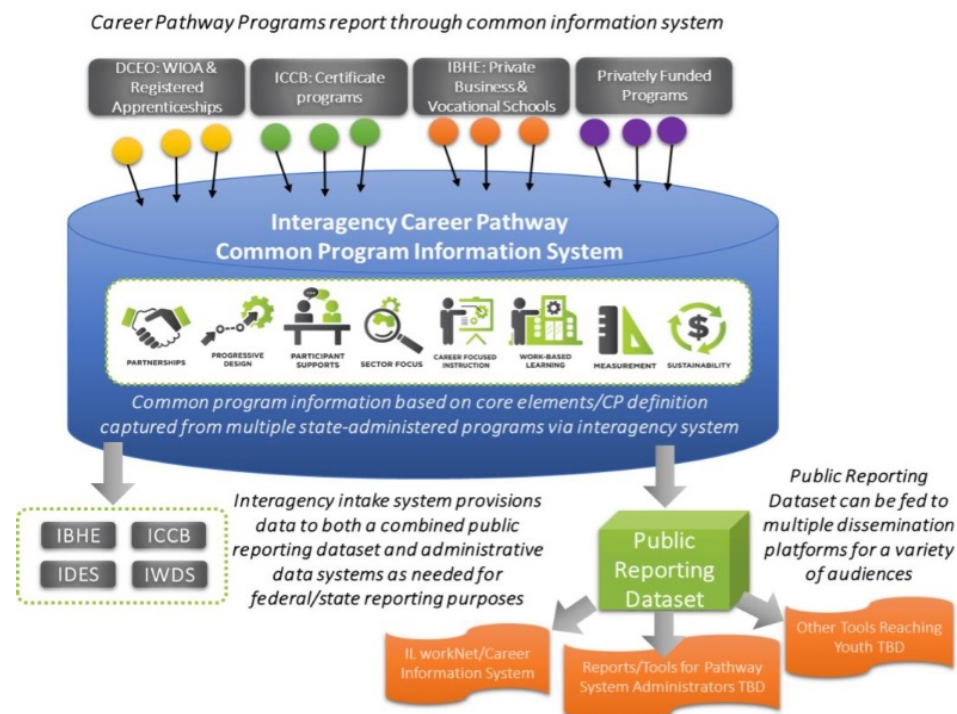


While the initial definitions of these elements were predominantly based on research, they were further refined through external input as well as through processing survey results regarding practices in the field.



# CPI Categories/Vision

<b>I. General Information</b>	<b>V. Programming Description</b>
<b>II. Program Cycle</b>	<b>VI. Participant Supports</b>
<b>III. Eligibility, Application, &amp; Cost</b>	<b>VII. Funding</b>
<b>IV. Partnerships</b>	



# Key Residual Issue

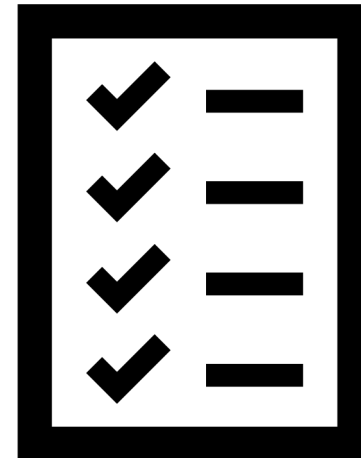
- As phase 1 of WDQI work has been completed, revisiting CPI as part of program approval and renewal processes to affirm
  - Which will be required to complete
  - Which will be optional
  - If/when to use the information provided as part of eligibility determination process

# HOUSEKEEPING

Sarah Blalock

Via **Zoom Chat** indicate if you would:

- 1) Like to participate in the **Policy Subgroup**.
- 2) Like to participate in the **ProPath Review** Subgroup.



# THANK YOU!



ILLINOIS  
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BOARD

**Next Meeting: August 23<sup>rd</sup> 3:00-4:00pm**  
**Adjournment**