

Rick Scott
GOVERNOR



Cissy Proctor
EXECUTIVE DIRECTOR

MEMORANDUM

DATE: November 30, 2018

TO: Local Workforce Development Board Executive Directors

FROM: Shila A. Salem, Chief, One-Stop and Program Support *Shila A. Salem*

SUBJECT: Eligible Training Provider List - Continuing Eligibility Review

Pursuant to [Administrative Policy 90](#), this memorandum serves a reminder to the Local Workforce Development Boards (LWDBs) that a review of the local Eligible Training Provider Lists (ETPL) and a verification process must be conducted to determine the “continued eligibility” status for each training provider on the local area’s list. Once the review has been conducted, please submit the approved ETPL for your local area to: WIOA@deo.myflorida.com by December 31, 2018. Each list submitted must have the continued eligibility review date clearly notated.

In accordance with 20 C.F.R. 680.460, DEO will conduct remote monitoring of each LWDB’s ETPL to ensure compliance with the federal and state requirement. LWDBs will be notified when the monitoring process for your local area will begin.

Please direct questions or concerns to Christa Nelson at 850-245-7492 or via email at Christa.Nelson@deo.myflorida.com.

SAS/ocn