



Frequently Asked Questions about the Eligible Training Provider List

1. **Q. What is the Eligible Training Provider List?**
 - A. The Eligible Training Provider List (ETPL) is the official list of training providers and programs eligible for Workforce Innovation and Opportunity Act (WIOA) funds to train adults and dislocated workers. The ETPL and related eligibility procedures ensure the accountability, quality, and labor-market relevance of training programs receiving WIOA funds. Eligible Training Providers (ETPs) must be recognized/ licensed by an appropriate public or private governing body. Non-Public Postsecondary institutions must be licensed by the State Board of Independent Colleges and Universities, State Board of Non-Public Career Education, or Commission for Independent Education (CIE).

2. **Q. How do we apply to be included on the ETPL?**
 - A. Effective 7/1/2024, the ETPL application process is managed by FL Commerce via a statewide process. Providers apply via the Employ Florida (EF) portal at: <https://www.employflorida.com/vosnet/default.aspx>. To get started, click on ‘**Sign-in/Register**’ and scroll down to **Provider** to create or update the account for your institution. In EF, you should also create Provider User accounts for anyone managing your application or reporting requirements.

3. **Q. If approved by the state in EF, are we automatically included on local ETPLs for each region we check?**
 - A. No, inclusion on the State ETPL does not guarantee acceptance on the CSNEFL ETPL. Pursuant to WIOA law, local workforce boards may establish additional criteria for ETPL eligibility. CSNEFL has elected to do so and requires additional information before approving an ETP for inclusion on the CSNEFL ETPL.

4. **Q. How do we apply to be included on the local CSNEFL ETPL?**
 - A. ETPs operating for a minimum of three years who have been approved and listed on the State ETPL may apply for inclusion on the CSNEFL ETPL.

5. **Q. Can we apply to be an ETP if we do not have a physical training location in your area?**
 - A. Yes, you may. We have noted, however, higher success rates for students enrolling in hybrid or in-person instructional programs coupled with robust advising and supportive services and share this information with enrolling students.

6. **Q. Are ETPs expected to report performance standards for each program?**
 - A. Yes. Each program is reviewed and held to specified performance standards. Providers are required to provide performance information for **all** WIOA **and** non-WIOA students. New schools with less than two years of student performance data should wait to apply to the CSNEFL ETPL.



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7. Q. What is FETPIP?

A. The Florida Education and Training Placement Information Program (FETPIP) is a data collection and consumer reporting system established by Florida Statutes Section 1008.39 to provide follow-up data on program participants who graduate, exit, or complete public education or training programs within the State of Florida. The statute requires all elements of Florida's Workforce Development system to use information provided through FETPIP for automated matching of administrative records for follow-up purposes.

8. Q. If we become a CSNEFL ETPL Provider will WIOA participants be referred to us for training?

A. WIOA utilizes "informed consumer choice" in the selection of an ETP. A WIOA participant who has been determined eligible for training may select an ETP and program from the ETPL after consultation with a WIOA Workforce Service Representative. Unless training funds are not available, participants are issued an Individual Training Account (ITA) voucher for training which may pay in whole or in part for the cost of training depending on current funding levels, local policy, and/or ITA dollar limits. Being listed on any ETPL does not guarantee that students will attend your school or choose your program.

9. Q. What is the difference between "initial eligibility" and "continued eligibility"?

A. "Initial eligibility" is the initial decision to approve a new ETP for addition to the CSNEFL ETPL for Individual Training accounts (ITAs). ETPs approved for initial eligibility will be required to reapply for continued eligibility at the end of the initial year. "Continued eligibility" is granted for a period of two-years. Providers must meet all eligibility and performance requirements to remain on the CSNEFL ETPL.

10. Q. How frequently is the Regional Demand/Targeted Occupation List (RDOL/RTOL) updated?

A. The RDOL is updated annually, as required by the State of Florida. Our current list of in-demand occupations can be found at <https://careersourcenortheastflorida.com/regional-demand-occupations-list/>.

11. Q. Does the RDOL/RTOL apply to all types of training?

A. No, the RDOL/RTOL is applicable to ITA training. It does not apply to employer driven programs such as Customized Training, On-the-Job Training, and Contracted Education. Registered Apprenticeship Programs (RAP) approved by the Division of Apprenticeship Standards are automatically eligible for inclusion on the CSNEFL ETPL, but RAPs must complete basic information in Employ Florida and notify us of their interest to be listed on the CSNEFL ETPL.

12. Q. How is the list of in-demand occupations determined?

A. The Florida Commerce Bureau of Labor Market Statistics (LMS) publishes Florida's Statewide Demand Occupations list and local area Demand Occupations lists of high growth/high wage occupations annually. These lists are used by Local Workforce Development Boards (LWDB's) to create a Regional Targeted Occupations List (RTOL.) The RTOL is a list of occupations that



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are in demand based on high growth and/or high wages in the local area. Each LWDB can use LMS's Demand Occupations list and other resources to develop their RTOL.

13. Q. What is the CAP for ITAs?

- A. CAP's are based on the cost of the same training program at a public institution and are categorized as follows:
- **Tier 1** is for non-high skill/high wage occupations earning at least \$14.14 per hour starting hourly wage and a mean wage of \$17.40 per hour. The maximum investment for these programs is the cost of tuition, books, and fees up to \$7,000.
 - **Tier 2** is for high skill/high wage occupations earning at least \$17.40 per hour starting hourly wage and a mean wage of \$27.25 per hour. The maximum investment for these programs is the cost of tuition, books, and fees up to \$10,000.

14. Q. We are accredited, but credentialing is not part of our existing program(s.) Is this required?

- A. Training Programs on any ETPL must result in the award of an industry-recognized credential, national or state certificate or degree, including all industry appropriate competencies, licensing, and/or certification requirements. This is a requirement under WIOA and may not be waived. ETPs must demonstrate the mechanism used for awarding credentials, certificates, and/or degrees. If a third party is used for credential attainment, the ETP is responsible for appropriately reporting such attainment and providing copies of the credentials/certificates awarded.

15. Q. What is 'Priority of Service' and how does this affect ITA awards?

- A. WIOA requires priority be given to "public benefit recipients, others with low-income, and individuals who are deficient in basic skills." Each Local Board sets its own WIOA Service Priority Policy, within State and Federal guidelines, and reports it to Florida Commerce.

Priorities of Service for Region 8 are:

- Veterans and Eligible Spouses
- Public Assistance Recipients
- Low-income individuals
- Dislocated Workers/Displaced Homemakers
- Basic skills deficient customers

16. Q. What are 'Barriers to Employment?'

- A. Those who meet the definition of an individual with a barrier to employment (WIOA sec. 3(24)) who are underemployed may also be served. **Recognized barriers to employment include:**
- Being of Indian, Alaska Native, or Native Hawaiian descent
 - Individuals with disabilities
 - Older individuals (age 55+)
 - Ex-offenders/ Returning Citizens
 - Homeless individuals



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- Youth who are in, or have aged out of, Foster Care
- Individuals who are English language learners and/or with low levels of literacy and who face substantial cultural barriers.
- Eligible migrant and seasonal farmworkers
- Individuals within 2 years of exhausting lifetime eligibility under Part A of the Title IV of the Social Security Act
- Single parents including single pregnant women.
- Long-term unemployed individuals

The implementation of these priorities does not change the intended function of a program or service. Covered persons must meet all statutory eligibility and program requirements to receive priority for a program or service.