

<b><u>MESA COUNTY WORKFORCE DEVELOPMENT BOARD</u></b>	
Policy and Procedure	
<b>Title:</b> Incumbent Worker Training	<b>State Policy Guidance Letter:</b> WIOA-2017-02
<b>Program:</b> Career Development Program (WIOA)	<b>Effective Date:</b> 2/17/2017
	<b>Revision Date:</b> 9/20/2017
<b>Authorized Signature(s):</b>	

**I. REFERENCE(S):**

- Workforce Innovation and Opportunity Act (WIOA) of 2014, Pub. L. No. 113 and 128, Sections 128, 129, 133, and 134
- WIOA Department of Labor-Only Final Rule (81 FR 56072, Aug. 19, 2016), Subparts D and F
- TEGL 03-15: Guidance on Services Provided Through the WIOA Adult, Dislocated Worker, and Wagner-Peyser Programs
- PGL WIOA-2016-08: On-the-Job Training
- PGL WIOA-2014-02: Guidelines for Affidavit of Immigration Status

**II. PURPOSE:** To provide guidance for Incumbent Work Training using WIOA Title 1 Funds.

**III. POLICY/ACTION:**

At this time, the Career Development Program (WIOA) will not utilize Incumbent Worker Training. If and when it becomes necessary to utilize Incumbent Worker Training in the future, the Mesa County Workforce Development Board will create policy and procedures.