LOCAL CRITERIA FOR ITA ELIGIBLE TRAINING PROVIDERS

Effective

July 1, 2026

Purpose

The purpose of this policy is to establish the criteria for eligible training providers (ETPs) who may receive Workforce Innovation and Opportunity Act (WIOA) funding to provide training services in Area 6.

Applies To

1. Stark Tuscarawas Workforce Development Board (STWDB)
2. Workforce Initiative Association (WIA)
3. Current or Interested Training Providers

References

1. **ODJFS WIOAPL 16.02.2** Eligible Training Providers
2. **ODJFS WIOAPL 15-11.3** Use of Individual Training Accounts
3. Stark Tuscarawas Workforce Area Policy: Individual Training Accounts (ITA)
4. Workforce Innovation and Opportunity Act (WIOA),Pub. L. 113-128 2. 20 C.F.R. 680.200
5. 20 C.F.R. 680.200
6. WIOA Public Law 29 U.S.C. 3101 et seq.

Related Documents

Not applicable

Background

The workforce development system established under the Workforce Innovation and Opportunity Act (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. One of the primary ways training services are delivered job seeking customers is through an Individual Training Account (ITA). In order to receive WIOA funds for delivering training services through an ITA, a training provider must be determined eligible and qualified.

As required by section 122 of WIOA and 20 C.F.R. 680.400, states must identify providers of training services that are qualified to provide WIOA-funded training to adults, dislocated workers, and youth. Therefore, WIOA requires that each state maintain a list of ETPs and their programs of training services along with relevant performance and cost information. The State must establish eligibility criteria and procedures for initial determination and renewals of eligibility for training providers and training programs to receive funds under WIOA title I-B. The State of Ohio ETP list, known as the Workforce Inventory of Education and Training (WIET), and the related eligibility procedures must ensure the accountability, quality, and labor-market relevance of programs of training services.

Additionally, as outlined in State of Ohio WIOA Policy Letter 16-02.1 Eligible Training Providers, Area 6 may establish local policy regarding how ETPs will be utilized within the Area. This policy establishes additional, local criteria for ETPs providing training services to customers through an ITA.

Definitions

- ***Accreditation Recognition:*** Recognition by an accrediting agency that an institution or specific training program offered by the institution maintains standards for its graduates to gain admission to other reputable institutions of higher learning or to achieve credentials for professional practice.
- ***Community-Based Organization:*** A private nonprofit organization (which may include a faith-based organization) that is representative of a community or a significant segment of a community and that has demonstrated expertise and effectiveness in the field of workforce development.
- ***Eligible Training Provider (ETP):*** An institution, organization, or provider that is approved by the State of Ohio and local workforce area to deliver training services under WIOA and is authorized to receive Individual Training Account (ITA) funds.
- ***ETP List (Eligible Training Provider List):*** The State of Ohio's approved listing of Eligible Training Providers and programs authorized to receive WIOA funding for training services through Individual Training Accounts.
- ***In-Demand Occupation:*** An occupation identified by the State of Ohio and/or the Local Workforce Development Board as having sufficient current or projected labor market demand within the local or regional workforce area.
- ***Industry-Recognized (Certificate or Credential):*** A credential, certificate, or certification that is recognized by employers or industry associations and validates the attainment of measurable technical or occupational skills necessary for employment or advancement in an occupation.
- ***Occupational Skills Training:*** Training that provides individuals with specific technical and occupational skills required for an in-demand occupation, including training that leads to a recognized postsecondary credential, certificate, licensure, or measurable skill gain.
- ***Program of Training Services:*** One or more courses or instructional activities that are (1) occupationally relevant, (2) directly linked to employment in an in-demand occupation, (3) provided by an Eligible Training Provider, and (4) designed to result in a recognized credential, secondary school diploma or equivalency, or measurable skill gain.
- ***Registered Apprenticeship:*** A workforce training model registered with the U.S. Department of Labor or a State Apprenticeship Agency that combines paid, on-the-job learning with related technical instruction and results in a nationally recognized credential.
- ***Secondary School Diploma:*** A diploma awarded by an accredited secondary school that signifies completion of state-approved graduation requirements; this term does not include a high school equivalency unless otherwise specified.
- ***Workforce Inventory of Education and Training (WIET):*** Ohio's statewide system and database that identifies and inventories education and training programs, credentials, and career pathways aligned with in-demand occupations and workforce needs.

Policy & Procedure

STATE REQUIREMENTS: Providers of on-the-job training (OJT), customized training, incumbent worker training, internships, paid or unpaid work experience, or transitional jobs are not funded through ITAs, are not included on the State ETP list, and are not subject to the eligibility criteria pertaining to ETPs.

Pursuant to the State policy letters on training services for adults and dislocated workers and youth program services, and paragraph (E)(4) of rule 5101:14-1-02 of the Administrative Code, training services and occupational skills training for which ITAs are used shall only be delivered by providers who have met the eligibility criteria and are included on the State ETP list.

LOCAL AREA ACTIVITIES: The Area 6 WDB is responsible for the following activities pertaining to ETPs:

1. Carrying out procedures assigned to the local WDB by the State, such as informing the State of concerns related to the quality of providers or inaccurate performance data;
2. Working with the State to ensure there are sufficient numbers and types of providers of training services, including ETPs with expertise in assisting individuals with disabilities or in need of adult education and literacy activities; and
3. Ensuring the wide dissemination and appropriate use of the information available in the State ETP list.

Additionally, the local WDB may:

1. Make recommendations to the State on the best procedure for identifying qualified ETPs;
2. Request additional information from ETPs to assist adults, dislocated workers, and youth in making an informed choice; and
3. Conduct site visits to assess the quality of the providers and report on the findings.

Local WDBs may supplement information requirements defined in this policy to support informed customer choice and the achievement of local performance measures. This additional information may include:

1. Information on programs of training services that are linked to local in-demand occupations;
2. Information that shows how programs are responsive to local workforce development area needs; and
3. Other appropriate information related to the objectives of WIOA.

Local WDBs are not required to provide WIOA funding to a training provider listed on the State ETP list and may establish local policy regarding how ETPs will be utilized locally. However, this policy must not inhibit consumer choice.

LOCAL REQUIREMENTS FOR ETPs:

1. A program of training services is selected that is directly linked to the employment opportunities found to be "in-demand." The in-demand occupations list can be found on topjobs.ohio.gov. Training services leading to occupations not found on this list must be supported by supplementary labor market data.
2. The training provider must be listed on the Workforce Inventory of Education and Training List (WIET) for the State of Ohio. The specific program and program location the participant wishes to enroll in must be listed in WIET.
3. At this time, Area 6 does not write ITAs for degree-program training at for-profit or proprietary institutions of higher education at which credits do not transfer per an independent, official source.
4. Area 6 considers training provider performance when writing ITAs. Training providers must supply the program's performance outcomes directly to Area 6. The following measures are subject to performance standards:
    a. The graduation or credential attainment rate, as a percentage, specific to the program;
    b. Percentage of graduates who are employed within 6 months of graduation or credential attainment;
    c. Percentage of graduates who are employed within 12 months of graduation or credential attainment; and
    d. Median annual wages of program graduates.
5. Area 6 requests training providers meet the following minimums in the above-described performance measures. Included in the performance data should be the results of a reasonably recent time period

and be the results of the entire of the training program, not just of WIOA-funded ITA clients.

Graduation Rate	60%
Employed within 6 months of graduation	75%
Employed within 12 months of graduation	75%
Median Annual Wages	$36,400 or $17.50/hour

6. Training providers must meet state eligible training provider requirements as outlined in the latest state policy as well as renew their program in WIET annually. Area 6 will monitor training providers' performance reported in WIET at the beginning of each program year.
7. Training providers must sign a one-time acknowledgement of Area 6's performance requirements. If the training provider has multiple training programs, one signed acknowledgement form is sufficient, but the training provider understands that reimbursement is based on the specific program's performance and subsequent reimbursement schedule. Training providers must sign a Master Contract for each individually funded individual.
8. Training providers who exhibit a pattern of incomplete or unsuccessful ITAs may be excluded from Area 6 ITA training dollars even if their performance measures meet the Area's standards.

Responsible Party
Assistant Director, Stark Tuscarawas Workforce Development Board

Approving Authority
Executive Director, Stark Tuscarawas Workforce Development Board

Revision History
Not applicable