



To: Local Workforce Development Areas (LWDAs)
From: Indiana Department of Workforce Development (DWD)
Date: November 24, 2020
Subject: DWD Memorandum 2020-08
Coronavirus Relief Fund (CRF) Deadline Exception for Delayed Training
Completions

Purpose

To provide guidance on the CFR deadline exception for delayed training completions due to COVID-19.

Content

Expansion of the Workforce Ready Grant (WRG) program was selected as a part of the Next Level Jobs Rapid Recovery efforts based on its proven effectiveness in quickly delivering quality training in a high demand field, increasing the likelihood of securing gainful employment as soon as possible. Part of the WRG Rapid Recovery (WRG-RR) program consists of funding allocated to Indiana's LWDAs under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) Coronavirus Relief Fund (CRF).

CARES/CRF guidance¹ stipulates that CRF payments may only be used to cover costs incurred beginning on March 1, 2020 and ending December 30, 2020. However, the guidance also acknowledges that disruptions in delivery of goods or services may be likely during the COVID-19 public health emergency, and that, ". . . the failure of a vendor to complete delivery or services by December 30, 2020, will not affect the ability of the recipient to use payments from [CRF] to cover the cost of such goods or services if the delay is due to circumstances beyond the recipient's control." This acknowledgment also applies to subrecipients.

DWD interprets this to mean that LWDAs may utilize CRF to fund WRG-RR training providers for trainings that were scheduled to end on or before December 30, 2020 but have been delayed or postponed directly due to the COVID-19 public health emergency. If trainings are delayed/postponed, LWDAs must collect justification and anticipated timeline for rescheduling affected trainings. Justifications must be an official notice of delay/postponement directly due to COVID-19 (e.g., copy of official announcement by state or local health department and/or other local restrictions, announcement from the training provider that a course is postponed including documentation of COVID-19 impact, which may include staffing shortage, need to limit in person gatherings, etc.).

Trainings eligible for this exception must still be completed in time for the invoice submission deadline of January 31, 2021.

Additional Information

Questions regarding the content of this publication should be directed to DWD Policy: policy@dwd.in.gov.

¹ <https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Guidance-for-State-Territorial-Local-and-Tribal-Governments.pdf>