

Bulletin

December 18, 2006

Minnesota Department of Human Services ■ P.O. Box 64941 ■ St. Paul, MN 55164-0941

OF INTEREST TO

- County Directors
- Income Maintenance Supervisors and Staff
- Employment Services Providers
- Tribal Representatives

ACTION

Please read and implement upon receipt.

EXPIRATION DATE

December 18, 2008

Correction to Bulletin #06-11-02-Deficit reduction Act (DRA) Changes for MFIP

TOPIC

This is a correction bulletin to #06-11-02.

PURPOSE

The purpose of this bulletin is to correct Part VI of bulletin #06-11-02.

CONTACT

For questions on income maintenance program policy:
Local Agency Support Policy Center
Minnesota Department of human Services
P.O. Box 64965
St. Paul, Minnesota 55164-0965

SIGNED

CHARLES E. JOHNSON
Assistance Commissioner
Children and Family Services Administration

Background

The Department issued Bulletin 06-11-02, on October 6, 2006 which explained federal changes as a result of the Deficit Reduction Act (DRA). It became apparent that information contained in Part VI, Section 3, "Vocation educational Training" and Section 4, "Job skills Training Directly Related to Employment" is incorrect. This bulletin provides a correction to county agencies and employment service providers.

Introduction

As a result of further discussions the Department is revising instructions contained in Bulletin 06-11-02, titled "Deficit Reduction Act (DRA) Changes for MFIP". The incorrect language has a strike through it and the correct policy is underlined. County agencies and employment service providers are to make note of this new information.

3. Vocational Educational Training

Vocational educational training includes either academic and vocational course work that can provide an associate of arts (AA), associate of science (AS), or associate of applied science (AAS) degree in fields defined as vocational, and credential or industry recognized certificates such as a Microsoft certifications. Though still an allowable activity under MFIP, the new TANF regulations do not allow states to count hours of participation in baccalaureate or advanced degree programs under Vocational Educational Training.

Because the TANF regulations allow up to 12 months of longer programs to be counted as vocational educational training, and Minnesota Statute allows up to 24 months of post-secondary education, Minnesota will report the first 12 months of a longer program as vocational educational training.

Tracking: ~~The first 12 months of a longer program will be reported as Vocational Education. Track participation on WorkForce One under "Vocational Education—12 months or less" for the first 12 months of a longer program. Information about reporting and tracking the remaining months of a longer year program is included below under Job Skills Training Directly Related to Employment.~~

Track vocational education programs on WorkForce One as you always have:

For a vocational education program that lasts for 12 months or less code the activity under "training/ed 12 mos. or less"

For a vocation education program that lasts for 13 through 24 months code the activity under "training/ed for 13 – 24 mos."

Note: All the hours under either of these codes will count as core hours unless a participant has already exceeded the 12month limit. If a person has exceeded the 12 month "TANF" time limit for training any additional hours will be reported on the TANF report to the federal government as non-core. This will be done behind the scenes and will not require additional coding by employment service providers or counselors.

For baccalaureate or advanced degree programs, code the activity under "Job Skills Training Directly Related to Employment".

4. Job Skills Training Directly Related to Employment

Job skills training directly related to employment includes both training done by post-secondary institutions and training done by the county or a private contractor.

Track Adult Basic Education (ABE), English as a Second Language (ESL) and Functional Work Literacy (FWL) training ~~under the job skills training directly related to employment TANF category~~ as you always have, in the respective or corresponding category.

Note: ABE, ESL, and FWL will be reported on the TANF report to the federal government as non-core (job skills training directly related to employment). This will be done behind the scenes and will not require additional coding by employment services providers or counselors.

~~**Tracking:** The final months of an educational program that is longer than 12 months will be reported as Job Skills Training Directly Related to Employment. Track participation on WorkForce One under "Job Skills Training Directly Related to Employment" for the months beyond the first 12 months of a longer program. The tracking category "Vocational Training/Education—13-24 months" should no longer be used.~~

Special Needs

This information is available in other forms to people with disabilities by contacting Aaron Coonce at 651-296-1835 (voice) or through the Minnesota Relay Service at 1-800-627-3529 (TDD), 7-1-1 or 1-877-627-3848 (speech to speech relay service).