

TRANSFER OF FUNDS REQUEST FORM

1. CONTRACTOR _____ 2. CONTRACTOR ID NUMBER _____

WIOA Section 133 (b) (4) provides the authority for Local Workforce Development Boards (LWDBs) the ability to transfer, if such a transfer is approved by the Arizona Department of Economic Security (ADES), up to and including 100 percent of the funds allocated to the Local Workforce Development Area (LWDA) under paragraph (2)(A) or (3), and up to and including 100 percent of the funds allocated to the local area under paragraph (2)(B), for a fiscal year between— (A) adult employment and training activities; and (B) dislocated worker employment and training activities.

WIOA Title I-B Fiscal Policy, Section 600-Transfer of Funds, allows LWDBs to request a transfer of unexpended Rapid Response funds to the WIOA Title I-B Dislocated Worker Program when dislocated worker funds in a LWDA have been fully expended for a Program Year.

This request does not change the amount of the allocation, but only the use of funds for respective programs.

Adult

PY/ FY _____ Original Allocation of \$ _____ To New Allocation of \$ _____

Dislocated Worker

PY/FY _____ Original Allocation of \$ _____ To New Allocation of \$ _____

Unobligated Rapid Response

PY/FY _____ Original Allocation of \$ _____ To New Allocation of \$ _____

**can only be transferred to DW when all DW funds have been expended.*

ARIZONA DEPARTMENT OF ECONOMIC SECURITY	CONTRACTOR:
SIGNATURE OF AUTHORIZED INDIVIDUAL	SIGNATURE OF AUTHORIZED INDIVIDUAL
TYPED NAME	TYPED NAME
TITLE	TITLE
DATE	DATE

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ASSURANCES

I assure that the transfer of funds requested herein will not:

1. Adversely affect individuals needing services provided by the program subject to reduced funding.
2. Reduce the required rate of expenditure by the end of the program year for the funding source to which funds are transferred.

_____ Name of LWDA Director (Printed)	_____ Signature	_____ Date
_____ Name of LWDB Chairperson (Printed)	_____ Signature	_____ Date

SUBMITTAL INSTRUCTIONS

This form may be submitted electronically or by mail to the Department of Economic Security for review to:

Maha Madhanakumar
Financial Manager, Division of Employment & Rehabilitation Services (DERS)
Finance and Budget Unit
Phone: 602-542-2474
Email: mmadhanakumar@azdes.gov

Equal Opportunity Employer/Program • Under Titles VI and VII of the Civil Rights Act of 1964 (Title VI & VII), and the Americans with Disabilities Act of 1990 (ADA), Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and Title II of the Genetic Information Nondiscrimination Act (GINA) of 2008; the Department prohibits discrimination in admissions, programs, services, activities, or employment based on race, color, religion, sex, national origin, age, disability, genetics and retaliation. To request this document in alternative format or for further information about this policy, contact your local office; TTY/TDD Services: 7-1-1. • Free language assistance for DES services is available upon request. Disponible en español en línea o en la oficina local.