

**DIVISION OF EMPLOYMENT & REHABILITATION SERVICES**  
**Workforce Innovation and Opportunity Act (WIOA) Title I-B**  
**Fiscal Broadcast (FB)**  
**20-002**  
**Reporting Requirements for Training and Career Services**  
**Expenditures**  
*Effective Immediately*

This Fiscal Broadcast (FB) is to inform all Local Workforce Development Boards (LWDBs) and interested parties of the requirements to report expenditures related to “Training” on the DES Financial Report submitted by the LWDBs for reporting expenditures and requesting cash reimbursement as per Training and Employment Guidance Letter (TEGL) [20-19](#) and the U.S. Department of Labor (DOL) Employment and Training Administration (ETA) 9130 Report.

The U.S. DOL ETA has included the addition of **Training Expenditures** line items on their quarterly federal report - ETA 9130 and States are required to report this data, effective, the quarter ended June 2020. Accurate data reported on this form supports the DOL-ETA’s ability to measure fund utilization for performance accountability and assess compliance with statutory expenditure requirements.

In addition to Training Services, the Department of Economic Security (DES) is requiring that Career Services expenditures also be reported.

- ❖ The reporting of Training Services and Career Services expenditures will apply to all WIOA Title I-B programs and all open grants.

For definition and guidance related to Training Services, please refer to the DES WIOA Title I-B Adult and Dislocated Worker policy at Section 100, subpart 104 by clicking [here](#).

For definition and guidance related to Career Services, please refer to the DES WIOA Title I-B Training Services Policy, Section 500 by clicking [here](#).

- ❖ Refer to [Exhibit 3-500A](#) for Reporting Procedures for Training and Career Expenditures, [Exhibits 3-500A-1](#) (Youth), [3-500A-2](#) (Adult) and [3-500A-3](#) (Dislocated Worker).

All requests for clarification regarding expenditures, and/or cash reimbursements may be sent to [Wioafiscalreports@azdes.gov](mailto:Wioafiscalreports@azdes.gov).

All requests for clarification regarding the training and career services policy may be sent to [TitleIPolicy@azdes.gov](mailto:TitleIPolicy@azdes.gov).