

WORKFORCE INVESTMENT FIELD INSTRUCTION (WIFI) No. 12-09 CHANGE 4

DATE: December 13, 2011

TO: Local WIA Grant Recipients, MESP Green Navigators

SUBJECT: Maryland Energy Sector Partnership (MESP) Initiative Scope of Services Modification

REFERENCES: SGADFA PY-08-20 ARRA 2009: State Energy Sector Partnership and Training Grant – Scope of Work

WIFI No. 12-09 Maryland Energy Sector Partnership Grant

BACKGROUND INFORMATION: WIFI No. 12-09 Change 3 was recently issued. This modification outlined revised operating instructions for the Maryland Energy Sector Partnership. The final paragraph under “ACTION TO BE TAKEN” included language regarding service level requirements for Incumbent Workers versus Non-Incumbent Workers. That language has been revised to clarify the following: “Effective November 1, 2011, a minimum of 70% of the participants served must be new hires and no more than 30% of the participants served can be incumbent workers.” A revised bolded sentence is included in this policy update’s “ACTION TO BE TAKEN” paragraph below.

ACTION TO BE TAKEN: Finally, LWIAs will be notified, under separate correspondence, of revised procedures to modify existing MESP grants and apply (where appropriate) for new MESP grants. These procedures will require quarterly enrollment, placement, and expenditure goals for both Incumbent and other participants. **Effective November 1, 2011, a minimum of 70% of the participants served must be new hires and no more than 30% of the participants served can be incumbent workers.** DLLR will closely monitor activities to ensure compliance and proper documentation. As needed, funds will be reallocated to LWIAs in need of additional funding. LWIAs are responsible for distributing these changes in guidance to all internal staff and vendors as appropriate to ensure proper implementation of programs

CONTACT PERSON: Grace Fendlay (410) 767-0044

EFFECTIVE: Immediately



Paulette Francois
Assistant Secretary
Division of Workforce Development and Adult Learning