



# LOS ANGELES COUNTY

## WIA Dislocated Worker Program

### DIRECTIVE

Number: WIAADM D09-06

Subject: PY 2009-10 WORKFORCE INVESTMENT  
ACT (WIA) ECONOMIC STIMULUS FUNDS GRANT CODE  
AND INVOICING

Date: December 9, 2009

Effective Date: Immediately

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#### TO: WIA DISLOCATED WORKER CONTRACTORS

##### Purpose

The purpose of this directive is to provide instructions for enrolling and tracking participants served with PY 2008-2009 Governor's Economic Stimulus fund carryovers. This directive supersedes LACOD-WIA09-04, issued on March 23, 2009.

##### Background

The Governor approved economic stimulus funds to regions of California that have the highest percent increase of unemployed job seekers. These funds act as an increase to existing Dislocated Worker (DW) formula funds and may be used for services to those that are out of work because of the economic downturn. Financial and participant data for the economic stimulus funds are to be tracked separately from DW formula funds.

##### Program Grant Code

Contractors receiving economic stimulus funds in PY 2008-09 used either grant code 306 or 429 to record DW participants in the Job Training Automation (JTA) system. Grant codes 306 and 429 will continue to be used in the current year for carry-over participants only. **Effective IMMEDIATELY on release of this directive, all new participants served for the rest of PY 2009-10 are to be recorded JTA under grant code 422.**

DW participants may be co-enrolled in formula and governor's economic stimulus programs. In such instances, contractors should keep separate participant case files, as well as separate JTA records reflecting the proper grant codes (501 for DW participants served with formula funds; and, 306/429/422 for participants served with economic stimulus funds).

##### Invoicing

In addition to the invoice submitted for DW formula expenses, a separate invoice is required for economic stimulus expenses. The contract number on economic stimulus invoices should be preceded with "ES" (i.e. ES-RWGDW12345).

If you have any questions about this directive, please contact Sara Lee Dato, Administrative Services Manager III, at (213) 738-2765 or JTA MIS Support at [wiajtatechsupport@css.lacounty.gov](mailto:wiajtatechsupport@css.lacounty.gov).

  
Josie Marquez, Executive Director  
Workforce Investment Board