



David A. Paterson, Governor

M. Patricia Smith, Commissioner

NEW YORK STATE WORKFORCE DEVELOPMENT SYSTEM TECHNICAL ADVISORY

Workforce Development System Technical Advisory #09-09

TO: Workforce Development Community

DATE: March 17, 2009

SUBJECT: Reporting Individual Training Account expenditures

Purpose

To advise Local Workforce Investment Areas (LWIAs) of the State's policy on reporting expenditures for Individual Training Accounts (ITAs).

Background

TA # 09-2 explains the Department's policy intended to facilitate the delivery of training services through the Workforce Investment One Stop system. The attached monthly Accrued Expenditure Report (AER) and instructions are being issued, as described in TA 09-2.

Action

Effective with reports submitted as of March 2009, due April 20, 2009, all LWIAs will be required to report a training budget and expenditures against this budget on their WIA Adult, Youth and Dislocated Worker Funds. These expenditures will be reported as memo entries on the monthly Accrued Expenditure Report (AER). Instructions are included with the template dated 3-20-09, which is attached.

Inquiries

Please direct all questions regarding this Technical Advisory to: Maryrose Walsh at (518) 457-1419.

Attachments

Template 3-20-09