



**Missouri Division of Workforce Development
DWD Issuance 08-2013**

**Issued: October 9, 2013
Effective October 9, 2013**

Subject: Federal Government Partial Shutdown

1. Purpose: This Issuance is written for the purpose of providing guidance for the delivery of employment and training services during the partial government shutdown that began October 1, 2013.

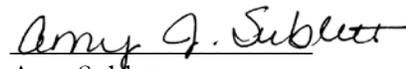
2. Background: The partial government shutdown has caused the furlough of Workforce Investment Act (WIA) funded staff working with participants in Intensive and Training-level services. This is beyond the control of both the participant and staff. It is understood that many staff-assisted services, customer contacts, and follow-up activities will likely be postponed during this shutdown hiatus. The Division of Workforce Development (DWD) further understands that On-the-Job Training or other work-based activities may be affected. Mid-point monitoring and invoice processing could possibly be delayed during this hiatus. We highly recommend all participating employers be made aware of any potential delays.

The common measures rules in U.S. Department of Labor (USDOL) Training and Employment Guidance Letter (TEGL) 17-05 generally require a participant to exit from the program if they have not received a service for more than 90 days, but they do allow a temporary gap in service or program participation for more than 90 days without a soft exit from the program for three specific reasons. DWD contends that if USDOL had taken a government shutdown induced gap in service into account, they would have included it in the allowable reasons for a gap in service which include:

- Delay before the beginning of training
- Health/Medical condition or providing care for a family member with a health/medical condition
- Temporary move from the area that prevents the individual from participating in services, including National Guard or other related military service

3. Substance: Any WIA-funded staff person (or team) responsible for the management of a Intensive or Training-level participant's record in Toolbox that is facing a temporary furlough due to this government shutdown should post the Gap in Service on the Employment Plan (technically, 405 WIA Planned Gap under the Objective type, Assessment). This will ensure the participant does not exit during the shutdown hiatus as well as give an indication that the apparent lack of staff attention was due to the shutdown and furlough.
4. Action: This Issuance is effective October 9, 2013, and is to be distributed to appropriate individuals.
5. Contact: Steve Reznicek, Quality Assurance Manager, at 573-522-3015 or steve.reznicek@ded.mo.gov.
6. Reference: USDOL TEGL 17-05
7. Rescissions: None
8. Attachments: None

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