

Dislocated Worker and Trade Adjustment Assistance Program Updates

MAWB Job Seeker Services Meeting, May 21, 2025

Partner Express Monthly Newsletter

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Minnesota Job Skills Partnership Board (MJSP):

The next Board Meeting will be held on Monday, June 16, 2025, via Microsoft Teams. All MN Job Skills Partnership Board meetings are open to the public. Additional information on the time, meeting format, and location can be found on the MN Job Skills Partnership Board [web page](#).

WIOA Adult, WIOA DW and State DW

- Reminders
 - PY22 Reallocations must be expended by June 2025, there will be no extension for reallocations.
 - PY23FY24 funds must be spent out by June 30, 2025.
 - Cost category adjustment is allowed on the final Reimbursement Payment Request (RPR) if the total expended does not exceed the total approved budget. However, the Admin cost category cannot exceed 10% of total reimbursed.
 - Remaining funds will be reallocated to Local Areas that have spent out their PY23 funds.
 - PY24 Carry Forward Requests - Providers may request a waiver to carry forward more than 20% of their allocated PY24 funds into the second year of the grant. Providers who expend or obligate at least 80% of their PY24 funds by the end of the 4th quarter do not need a waiver.
 - Carry Forward Requests pertain to all formula grants: WIOA Adult, WIOA Dislocated Worker, and State Dislocated Worker.
 - Waivers must be submitted by May 30, 2025, to allow enough time for leadership approval and processing.
 - Read a recent blog post about [helping participants navigate job automation displacement risk](#).

Quarterly Progress Report (QPR) Form Updated for Dislocated Worker and Federal Adult Programs

The Quarterly Progress Report (QPR) form for WIOA Adult, WIOA DW, State DW, and Mass Layoff Projects has been updated. The new form is available on the [DWFAP webpage under the “Forms” button](#).

The following changes were made:

- Column added for “Total Planned for the Reporting Quarter”
- Letter headings (A,B,C,D) added to columns to help clarify instructions
- References to the MN Statute cost category limitations for State DW grants were removed

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In addition, we now have two QPR forms to choose from. One allows you to report on a single grant and the other allows you to report on two grants. The combined form can be used by grantees who have two active program years of the same grant running at the same time. For example, PY23 and PY24 State Dislocated Worker grants. This allows reporting on the participant plan and budget separately and a combined narrative. The single form allows reporting on one grant and program year at a time. This way grantees have the option to choose what works best for them.

Senior Community Service Employment Program (SCSEP)

- Grantee Performance Management System (GPMS)
 - [View GPMS e-Newsletters](#)
 - Access the latest materials and recordings from the [GPMS Office Hours Series](#)
 - View [GPMS Training Sessions](#) held in May 2025
- Action Items and Post-Exit Follow-Ups: Providers must ensure that all past due Action Items are updated, and that all pending and overdue follow-ups are completed and recorded in GPMS. Timely and accurate updates are required to receive credit for performance outcomes achieved.

For more information and resources, visit the [SCSEP webpage](#).

Retaining Employment and Talent After Injury/Illness Network (RETAIN)

Enrollment is ongoing for MN RETAIN, individuals with an illness/injury that need support to stay-at-work or return-to-work can contact MN RETAIN at worker@mnretain.com or through the contact for on www.mnretain.com. Please type your paragraph information here using these margins. It is important to follow the layout for the most consistent version of Partner Express for all areas.

Reminders

- Quarter Progress Narrative Reports (QPR): QPN Reports are to be submitted by the 30th date of the month following the end of the quarter. Please note the specific deadlines: October 30th, January 30th, April 30th, and July 30th.
- Requests for Reimbursements (RPRs) or Financial Status Reports (FSRs): Providers are reminded that RPRs or FSRs are due every 20th date following the month of expenditure. To ensure timely processing and avoid payment delays, it is essential for providers to submit RPRs/FSRs promptly, even if they do not have any expense claims for that period.

Questions from the Field: Capturing Credential More than 365 Days After Program Exit Date

Workforce One (WF1) disallows credential capturing if it has been more than 365-days after the participant's program exit date. This, for the most part, does not cause many problems. However, if you do not receive a copy of the completed credential until 366 days or longer after program exit, the system will not allow the user to capture that credential even if the attainment date is within the 365 days allowed.

A WF1 change request was submitted to allow capturing of credential details if the attainment date entered is within the 365 days allowed. The ticket processing for this request will take some time to

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be implemented. Therefore, we recommend case managers submit helpdesk tickets (using the link at the bottom of any WF1 screen), requesting the WF1 team capture credentials and their attainment date details that are outside of the 365-day window.

Performance and Accountability

Program Year (PY) 2024 Quarter Three (Q3) Performance Outcomes Compared to Negotiated Goals

Attached you will find the performance outcome spreadsheets for **WIOA Dislocated Worker**, **DWG**, and **WIOA Adult** programs. These are best when printed landscape, in color, and on 11x17 size paper.

PY24 through Q3 Statewide Performance Outcome Achievements	Served	2nd Quarter Employment	4th Quarter Employment	Median Earnings	Credential Attainment
WIOA Dislocated Worker	1,151	SUCCESSFUL	SUCCESSFUL	EXCEEDING	EXCEEDING
DWG	0	SUCCESSFUL	SUCCESSFUL	SUCCESSFUL	SUCCESSFUL
WIOA Adult	1,530	SUCCESSFUL	EXCEEDING	EXCEEDING	EXCEEDING
(No additional DWG participants due to the most recent grant ending June 2023.)					
EXCEEDING = achieving higher than the negotiated performance standard					
SUCCESSFUL = achieving at least 50% of the negotiated performance standard					
UNSUCCESSFUL = achieving less than 50% of the negotiated performance standard					

PY24 Q3 Statewide Performance Outcomes	Served	2nd Quarter Employment Goal	2nd Quarter Employment Outcome	2nd Quarter Employment Numerator	2nd Quarter Employment Denominator
WIOA Dislocated Worker	1,151	81.0%	80.6%	416	516
DWG	0	81.0%	67.9%	36	53
WIOA Adult	1,530	75.6%	72.6%	468	645

PY24 Q3 Statewide Performance Outcomes	4th Quarter Employment Goal	4th Quarter Employment Outcome	4th Quarter Employment Numerator	4th Quarter Employment Denominator
WIOA Dislocated Worker	80.0%	77.7%	506	651
DWG	80.0%	67.2%	78	116
WIOA Adult	73.5%	74.0%	484	654

PY24 Q3 Statewide Performance Outcomes	Median Earnings Goal	Median Earnings Outcome

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WIOA Dislocated Worker	\$12,309	\$14,768
DWG	\$12,309	\$8,538
WIOA Adult	\$8,986	\$10,704

PY24 Q2 Statewide Performance Outcomes	Credential Attainment Goal	Credential Attainment Outcome	Credential Attainment Numerator	Credential Attainment Denominator
WIOA Dislocated Worker	79.7%	83.4%	307	368
DWG	79.7%	74.6%	47	63
WIOA Adult	74.0%	76.8%	311	405

- Performance goals are based on negotiated standards for PY2024.
- Color Key:
 - Blue are the negotiated performance standards.
 - Green means the set goal was met or exceeded.
 - Yellow means at least 50% of the goal was met.
 - Red means less than 50% of the goal was met.
- Served are all participants accessing the program during the actual program year (real-time).
- Getting a Job results based on participant exits July 1, 2023 – March 31, 2024, except those exited with exclusion. This indicator measures each participant’s employment status during the 2nd quarter after exiting the program. Formula: Percent of employed exits divided by all exits during the reporting period.
- Keeping a Job results based on participant exits January 1, 2023 – September 30, 2023, except those exited with exclusion. This indicator measures each participant’s employment status during the 4th quarter after exiting the program. Formula: Percent of employed exits divided by all exits during the reporting period.
- 2nd Quarter Median Earnings results based on participant exits July 1, 2023 – March 31, 2024, except those exited with exclusionary reason and those showing zero earnings. This indicator measures the median earning during the 2nd quarter after exiting the program.

Credential Attainment results based on participant exits January 1, 2023 – September 30, 2023, except those exited with exclusionary reason and those who did not attend credential type training. This indicator measures the percent of participants who received a credential after attending training.

PY2023 Allocation and PY2022 Reallocation Closeout for the Dislocated Worker (DW) and WIOA Adult (AD) Programs.

Reminder: PY2023 allocations and PY2022 reallocations will be expiring on June 30, 2025.

All Workforce One (WF1) cases showing these funding streams within an open activity will need your attention.

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STATE DISLOCATED WORKER	WIOA ADULT	WIOA DISLOCATED WORKER
AEOA 3218700 State DW Form PY23	ANOKA WDA-12 2123101 WIOA AD Form PY22 Reallocati	ANOKA WDA-12 2128001 WIOA DW Form PY22 Reallocatio
AIOIC 3398700 State DW Form PY23	ANOKA WDA-12 3123100 WIOA Adult Form PY23	ANOKA WDA-12 31238000 WIOA DW Form PY23
ANOKA WDA-12 3128500 State DW Form PY23	CMJTS WDA-5 3053100 WIOA Adult Form PY23	CMJTS WDA-5 3058000 WIOA DW Form PY23
AVIVO 3458700 State DW Form PY23	DAKOTA WDA-14 3143100 WIOA Adult Form PY23	DAKOTA WDA-14 3148000 WIOA DW Form PY23
CMJTS WDA-5 3058500 State DW Form PY23	DULUTH WDA-4 2043101 WIOA AD Form PY22 Reallocatio	DULUTH WDA-4 2048001 WIOA DW Form PY22 Reallocatio
DAKOTA WDA-14 3148500 State DW Form PY23	DULUTH WDA-4 3043100 WIOA Adult Form PY23	DULUTH WDA-4 3048000 WIOA DW Form PY23
DULUTH WDA-4 3048500 State DW Form PY23	HENNEPIN WDA-9 3093100 WIOA Adult Form PY23	HENNEPIN WDA-9 3098000 WIOA DW Form PY23
GES 3438700 State DW Form PY23	ICCC WDA-1 3013100 WIOA AD Form PY23	ICCC WDA-1 3018000 WIOA DW Form PY23
HENNEPIN WDA-9 3098500 State DW Form PY23	METP WDA-10 2103101 WIOA AD Form PY22 Reallocation	METP WDA-10 2108001 WIOA DW Form PY22 Reallocation
HIRED 3928700 State DW Form PY23	METP WDA-10 3103100 WIOA Adult Form PY23	METP WDA-10 3108000 WIOA DW Form PY23
ICCC WDA-1 3018500 State DW Form PY23	NEMOJT WDA-3 203101 WIOA AD Form PY22 Reallocation	NEMOJT WDA-3 2038001 WIOA DW Form PY22 Reallocati
JFCS 3878700 State DW Form PY23	NEMOJT WDA-3 3033100 WIOA Adult Form PY23	NEMOJT WDA-3 3038000 WIOA DW Form PY23
METP WDA-10 3108500 State DW Form PY23	NW PIC WDA-1 2013101 WIOA AD Form PY22 Reallocatio	NW PIC WDA-1 2018001 WIOA DW Form PY22 Reallocatio
MN TEAMSTER 3748700 State DW Form PY23	NW PIC WDA-1 3013100 WIOA Adult Form PY23	NW PIC WDA-1 3018000 WIOA DW Form PY23
NEMOJT WDA-3 3038500 State DW Form PY23	RAMSEY WDA-15 2153101 WIOA AD Form PY22 Reallocati	RAMSEY WDA-15 3158000 WIOA DW Form PY23
NW PIC WDA-1 3018500 State DW Form PY23	RAMSEY WDA-15 3153100 WIOA Adult Form PY23	RURAL CEP WDA-2 2028001 WIOA DW Form PY22 Realloca
RAMSEY WDA-15 3158500 State DW Form PY23	RURAL CEP WDA-2 2023101 WIOA AD Form PY22 Realloca	RURAL CEP WDA-2 3028000 WIOA DW Form PY23
Red Lake Nation Re-entry 2RLNO8200 Pilot PY22	RURAL CEP WDA-2 3023100 WIOA Adult Form PY23	S CENTRAL WDA-7 2078001 WIOA DW Form PY22 Realloc
RURAL CEP WDA-2 3028500 State DW Form PY23	S CENTRAL WDA-7 2073101 WIOA AD Form PY22 Realloca	S CENTRAL WDA-7 3078000 WIOA DW Form PY23
S CENTRAL WDA-7 3078500 State DW Form PY23	S CENTRAL WDA-7 3073100 WIOA Adult Form PY23	SBETC WDA-17 2178001 WIOA DW Form PY22 Reallocatio
SBETC WDA-17 3178500 State DW Form PY23	SBETC WDA-17 2173101 WIOA AD Form PY22 Reallocatio	SBETC WDA-17 3178000 WIOA DW Form PY23
SE WDI WDA-8 3088500 State DW Form PY23	SBETC WDA-17 3173100 WIOA Adult Form PY23	SE WDI WDA-8 2088001 WIOA DW Form PY22 Reallocatio
SW PIC WDA-6- 3068500 State DW Form PY23	SE WDI WDA-8 2083101 WIOA AD Form PY22 Reallocatio	SE WDI WDA-8 3088000 WIOA DW Form PY23
WASHINGTON WDA-16 3168500 State DW Form PY23	SE WDI WDA-8 3083100 WIOA Adult Form PY23	SW PIC WDA-6- 2068001 WIOA DW Form PY22 Reallocati
WINONA WDA-18 3188500 State DW Form PY23	SW PIC WDA-6- 2063101 WIOA AD Form PY22 Reallocati	SW PIC WDA-6 3068000 WIOA DW Form PY23
3M 2023 4928600 PROJECT	SW PIC WDA-6- 3063100 WIOA Adult Form PY23	WASHINGTON WDA-16 3168000 WIOA DW Form PY23
The Shade Store Mass Layoff PROJECT 5028600	WASHINGTON WDA-16 3163100 WIOA Adult Form PY23	WINONA WDA-18 3188000 WIOA DW Form PY23
Yellow Corporation 2023 PROJECT	WINONA WDA-18 3183100 WIOA Adult Form PY23	

State Dislocated Worker Cases currently accessing PY23 Allocations as of May 15, 2025	Number of Cases Currently Accessing PY23 State DW Allocations	PERCENT of all State DW Cases Currently Accessing PY23 Allocations
STATEWIDE	1,564	36.47%

WIOA Adult and WIOA Dislocated Worker Cases currently accessing PY23 Allocations as of May 15, 2025	Number of Cases Currently Accessing PY23	PERCENT of all WIOA DW Cases Currently Accessing PY23 Allocations	Number of Cases Currently Accessing PY22 WIOA AD Allocations	PERCENT of all WIOA AD Cases Currently Accessing PY22 Allocations
	WIOA DW Allocations			
STATEWIDE	200	27.74%	425	41.06%

Dislocated Worker and WIOA Adult Grantee Cases currently accessing PY23 Reallocations as of May 15, 2025	Number of Cases Currently Accessing PY22	PERCENT of all DW Cases Currently Accessing PY22 Reallocations	Number of Cases Currently Accessing PY22 WIOA AD Reallocations	PERCENT of all WIOA AD Cases Currently Accessing PY22 Reallocations
	WIOA DW Reallocations			
STATEWIDE	21	2.91%	15	1.45%

If the participant will continue receiving a service currently supported by PY2023 allocations or PY2022 reallocations after June 30, 2025, a new activity will need to be opened for each continuing service the participant will move forward receiving.

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Reminder: All Dislocated Worker and WIOA Adult program year formula allocations (small layoff grants/WIOA Adult allotments) remain active for two years.

- PY2023 = July 1, 2023 – June 30, 2025
- PY2024 = July 1, 2024 – June 30, 2026
- PY2025 = July 1, 2025 – June 30, 2027

This means, their new activity will need a PY2024 or PY2025 formula grant selected within them depending on your agencies budget. PY2025 allocation funding streams will be activated as soon as those contracts are executed through DEED's Fiscal team.

IMPORTANT PY23 ALLOCATION & PY22 REALLOCATION WF1 CLOSEOUT INFORMATION

- All activities with a PY2023 allocation or PY22 reallocation selected within them cannot have a start date after June 30, 2025. They must also have an end date no later than June 30, 2025.
- If any participant will continue receiving a service captured in an activity that is currently showing a PY2023 allocation or PY22 reallocation supporting that service financially, that activity needs to be copied within the participant's WF1 activity detail screen.
 - The new activity will need a start date of July 1, 2025.
 - An active funding source (PY2024 or PY2025) will need to be selected within them as the grant financially supporting the continued service.
- To help in this funding source transition
 - Mohamed Farah will mass close all currently open PY2023 funded activities with an end date of June 30, 2025, which means you will only need to open/copy the old activities.
 - If you want to close the old activities yourself with a date no later than 06/30/2025, that is perfectly fine.
 - If you choose not to close them yourself, it will be taken care of for you.
 - This mass activity closure will begin August 1, 2025.
 - If there are cases without open activities on record showing an active grant as the funding source, the mass closure will not work for those cases.
 - Any cases that show they cannot be included in the PY2023 activity closure will be emailed to the management team for the COFFR funding the case.
 - This communication will include directions on how the case manager will need to correct their data.
- Shortly after July 1, 2025, new funding streams will be added to your dropdown lists for PY2025 allocations.
 - The date these new funding streams will be available is dependent on when PY2025 contracts are in place.
 - Your management teams will be alerted as soon as your agency's PY2025 funding streams are available in WF1.

Requests for Technical Assistance: Please email the performance team's general email address with your technical assistance needs: performanceap.deed@state.mn.us

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Trade Adjustment Assistance (TAA)

Gratitude:

Thank you for your work and collaboration with the TAA team! We value your partnership and appreciate your continued work to help TAA eligible individuals to access services and obtain their educational/employment goals.

Should you need assistance from the TAA Supervisor, please contact Amy Carlson at amy.carlson@state.mn.us.

TAA Informational Meetings:

- The Great 2025 TAA Outreach Events have started.
 - We were in Hutchinson on 4/29/25, Monticello on 5/7/25, Bemidji on 5/13/25, and Rochester on 5/20/25.
 - The team also responded to the mass layoffs at the mines in Minnesota’s northeast region. On 5/6/25, the team was stationed in Virginia and on 5/7/25, they met with worker in Hibbing.
 - Next up:

Workforce Development Areas	Meeting Locations	Date of Event
WDA 05 Central MN Jobs and Training	Cambridge CareerForce	6/6/2025
WDA 03 NE MN Office of Job Training	Hibbing CareerForce	6/11/2025
WDA 14 Dakota/Scott Counties	Shakopee CareerForce	6/18/2025
WDA 04 City of Duluth	Duluth CareerForce	6/24/2025
WDA 06 SW MN PIC Inc	Marshall CareerForce	7/9/2025
WDA 16 Washington County	Woodbury CareerForce	7/23/2025
WDA 07 S Central Workforce Council	Mankato CareerForce	7/30/2025
WDA 17 Stearns/Benton E&T	St. Cloud CareerForce	8/12/2025
WDA 15 Ramsey County Workforce Solutions	Roseville Library	8/19/2025
WDA 10 Minneapolis Employment and Training	Minneapolis North CareerForce	8/28/2025

- If you have any questions about these events, please contact the TAA team at deed.taa@state.mn.us.

Petitions

Petitions can still be filed, but DOL’s investigation is paused until program restoration or reauthorization. Here’s the link to check the status of petitions with U.S. Department of Labor: <https://www.doleta.gov/tradeact/petitioners>

Please email all questions and customer applications to the Trade Adjustment Assistance general email at deed.taa@state.mn.us.