NORTHWEST WORKFORCE DEVELOPMENT BOARD
ETPL SMALL UNIVERSE THRESHOLD EXCEPTION DOCUMENTATION

Service Application ID:

Training Course/Program Name:

Reporting Period:

Contact Name*: _____ Title: _____

Training Provider Name: _____

Training Provider Address: _____

_____

Training Provider Phone: _____

Email Contact: _____

I attest that this program indicated above meets the Small Universe Threshold Exception as defined in the "WIOA Title I Statewide Eligible Training Provider List Desk Guide for Public Training Providers to the Statewide ETPL" for the reason selected below:

☐ *The Training Course/Program served less than 10 students in the "WIA/WIOA" population only during the reporting period, so the program is only required to meet four (4) out of the (5) "All" performance measures.*

☐ *The Training Course/Program served less than 10 students in the "All" population during the reporting period and so all performance measures will be waived.*

_____ _____

Signature*   Date

Contact name and signature must match AND be a contact on the program application in CWDS.

Small Universe Threshold Exception.
While data must be reported, in an effort to not arbitrarily exclude programs from the list that serve a small universe of students, performance levels will be considered met if a program serves less than ten (10) students in either population for WIA/WIOA and/or All. If the population for each is less than ten (10), all performance measures will be waived.

For example, if the WIA/WIOA population of a program is seven (7) and the All population is thirty-six (36); the program will need to meet four (4) out of the five (5) All population measures and will be exempted from the WIA/WIOA measures.

If the WIA/WIOA population of a program is six (6) and the All population is nine (9); the program will not need to meet any of the measures and will be exempted from both the All and WIA/WIOA population measures.