

EMPLOYMENT AND TRAINING ADMINISTRATION ADVISORY SYSTEM U.S. DEPARTMENT OF LABOR Washington, D.C. 20210	CLASSIFICATION INA PY 2024 Funding Allocations
	CORRESPONDENCE SYMBOL OWI-DINAP
	DATE June 11, 2024

ADVISORY: TRAINING AND EMPLOYMENT GUIDANCE LETTER NO. 16-23

TO: ALL WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) SECTION 166 INDIAN AND NATIVE AMERICAN (INA) GRANTEES

FROM: JOSÉ JAVIER RODRÍGUEZ 
Assistant Secretary

SUBJECT: Program Year (PY) 2024 Funding Allotments and Application Instructions for the WIOA Section 166 INA Programs Grantees

1. **Purpose.** To provide WIOA Section 166 INA Program grantees with Comprehensive Services Program (CSP) and Supplemental Youth Services Program (SYSP) funding allotments for PY 2024.
2. **Action Requested.** Grantees must follow the requirements in this guidance to receive PY 2024 funding. Applications and all documents must be submitted through the Grants.gov website at www.grants.gov. We will not accept applications through the mail, email, or fax. For Federally recognized tribes that participate in Public Law 102-477, the Employment and Training Administration (ETA) will transfer PY 2024 WIOA Section 166 INA Program funds to the Department of the Interior (DOI), Bureau of Indian Affairs, Office of Indian Services, Division of Workforce Development. These tribes are not required to submit the documents requested in this Training and Employment Guidance Letter (TEGL) but should instead follow DOI's requirements for receiving funds.
3. **Summary and Background.**
 - a. Summary - ETA is issuing this TEGL to:
 - 1) notify WIOA INA Program grantees of PY 2024 grant allocations;
 - 2) provide submission requirements to receive grant funding; and
 - 3) describe the process for requesting an increase in the administrative cost limit.
 - b. Background – On March 23, 2024, the Further Consolidated Appropriations Act, 2024 (Public Law 118-47) was signed into law, authorizing a full-year fiscal year 2024 appropriations. The Act provides \$60 million for the WIOA Section 166 INA Programs. Of this amount, \$600,000 will be set-aside for technical assistance pursuant to 20 CFR 684.270(e). Therefore, the total amount available for the INA CSP is **\$59,400,000**. This amount will be allocated to INA Program grantees using the formula at 20 CFR 684.270(b).

The Act also provides approximately \$948,130,000 for grants to states for WIOA Youth activities. After reducing the appropriation by \$3,131,000 for set asides authorized by the

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Act and reserving \$925,200 for Migrant and Seasonal Farmworker (MSFW) Youth, \$944,073,800 is available and 1½ percent of this amount is reserved for the WIOA Section 166 INA SYSP. Accordingly, **\$14,161,107** is available for PY 2024 SYSP and will be allotted to INA Program grantees to provide supplemental services to low-income Native American youth on or near Indian reservations and in Oklahoma, Alaska, and Hawaii. ETA will allocate SYSP funds to WIOA INA Program grantees using the formula described in the WIOA regulations at 20 CFR 684.440.

4. **U.S. Census Bureau Data used for Calculating PY 2024 Funding Allotments and Hold-Harmless Process.** For PY 2024, as required by WIOA, ETA is using the U.S. Census Bureau’s 2014-2018 American Community Survey data for the WIOA Section 166 INA Program allotment formula. The updated WIOA Service Delivery Area data along with CSP and SYSP Census numbers can be found at: dol.gov/agencies/eta/dinap/census.

To minimize program disruptions, ETA is implementing a hold-harmless or phase-in approach to adjusting funding allotments resulting from use of the updated population data in the funding formula. Pursuant to WIOA 20 CFR 684.270(c), ETA is applying the hold-harmless approach after consulting with the grantee community and the Native American Employment and Training Council beginning with the PY 2024 funding allotments.

The hold-harmless or phase-in process compares each grantee’s relative share (or percentage) of the Census data’s total relevant population to the grantee’s relative share (percentage, not dollars) of the prior year’s (PY 2023) funding allotments. Therefore, when the hold-harmless is applied, a grantee will receive funding for PY 2024 based on no less than 95 percent of their prior year relative share (percentage, not dollars).

Additionally, the hold-harmless approach will be in effect over a three-year period, PY 2024 through PY 2026, applied against the prior year relative share (percentage, not dollars). The hold-harmless levels for the CSP and SYSP will be 95 percent for PY 2024, 90 percent for PY 2025, and 80 percent for PY 2026. In PY 2027, all grantees will receive funding that reflects their actual relative share based on the updated data provided by the U.S. Census Bureau.

- a. **Submission Requirements.** Grantees must use the funding allotment amounts in Attachment I of this TEGl, ensuring their amount is reflected across all documents included in the application package. The application package must include the SF-424 *Application for Federal Assistance*, the SF-424A *Budget Information* form, and a Budget Narrative describing the projected costs entered for each line item of the SF-424A. Grantees that have an indirect cost rate must also submit a copy of their Negotiated Indirect Cost Rate Agreement (NICRA) or Cost Allocation Plan (if applicable). In addition, grantees that would like to request an administrative cost limit above 15 percent, but not more than 20 percent, must submit such a request with the application. See below for additional information on submitting a request for an increase in the administrative cost limit.

Grantees receiving both CSP and SYSP funds will receive a separate grant for each; therefore, grantees must submit separate application packages for each set of funds under the associated funding opportunity numbers in Grants.gov:

- Applications for INAP Adult funding submit under ETA-INAP-TEGL-16-23-IA
- Applications for INAP Youth funding submit under ETA-INAP-TEGL-16-23-IY

Grantees must submit the SF-424, SF-424A, and Budget Narrative (and a NICRA or Cost Allocation Plan, if applicable) within 30 days from the issue date of this TEGL.

- i. **Request for an Administrative Cost Rate Above 15 Percent.** Administrative costs are defined in the WIOA regulations at 20 CFR 683.215. The grant terms and conditions limit administrative costs for INA grants to 15 percent. However, ETA will approve administrative cost rates of more than 15 percent, but not greater than 20 percent, when the grantee submits acceptable justification. Grantees must include with their application package a description of the conditions that exist within its organizations that require an administrative cost rate above 15 percent. Such conditions may include:
- The amount and nature of on-going direct and indirect administrative costs.
 - Local economic conditions such as the cost to rent space, paying salaries that are competitive with other employers in the local area to attract qualified and experienced employees, providing salary increases and other pay incentives to retain good employees.
 - The amount and nature of any uncontrollable increases in the grantee’s current administrative costs that are unusual one-time expenses, including significant increases to basic administrative cost components such as rent or staff salaries. (Supporting documentation is required.)
 - How the grantee already supplements the funds it receives from ETA for administrative expenditures with funds from other sources in order to meet its necessary administrative costs.
- b. **Grants.gov Submission Process.** Grantees must submit the application package described in section 4a, above through Grants.gov at www.grants.gov. To submit the application package through Grants.gov, an individual in the grantee organization must be registered as an Authorized Organization Representative (AOR) with Grants.gov. Follow the steps below to submit the required documents for PY 2024 funding through Grants.gov.

Step 1: Go to www.grants.gov.

Step 2: Click on LOGIN in the upper right-hand corner of the screen and log into grants.gov with your username and password.

Step 3: Once you are logged into Grants.gov, select the APPLICANTS tab on the Grants.gov homepage and then select Apply Now from the pull-down menu.

Step 4: In the Funding Opportunity Number field, enter the number corresponding to the type of funding requested (Adult or Youth), as referenced in Section 4a above. Skip to the Opportunity Package ID and go down to the Application Filing Name field and enter an application filing name and click on Create Workspace. Note: The Applicant Filing name can be any name you wish to use, and it will become the name for the Workspace.

Step 5: Click on the links in the Application Package Forms and complete all required forms.

Submitting the SF-424 through Grants.gov constitutes an electronically signed SF-424, Application for Federal Assistance. Item #18 on the SF-424 must reflect the exact amount of

the allotment in Attachment I. Additionally, Item #11 of the SF-424 must include the Assistance Listing #17.265 for Native American Employment and Training. Submission requirements stipulate that all applicants for Federal grant funding opportunities must have a Unique Entity ID (UEI), a 12-character alphanumeric ID assigned to an entity by SAM.gov. The UEI number must be included on the SF-424 and must supply their UEI number on the SF-424.

Please be aware that you cannot submit an application through Grants.gov if your organization does not have an active registration in the System for Award Management (SAM). Grantees can find out if they have an active SAM registration by going to: www.sam.gov and clicking on the Search Records tab. Then enter your organization's UEI and click on the Search button. For assistance with SAM registration, please call the SAM Federal Service Desk at: (866) 606-8220.

5. **Inquiries.** Please direct questions to the designated Federal Project Officer below.

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6. **References.**

- Further Consolidated Appropriations Act, 2024 (Public Law 118-47) available at: <https://www.congress.gov/bill/118th-congress/house-bill/2882>
- Section 166 of the WIOA (29 U.S.C.3221) available at: <https://www.govinfo.gov/content/pkg/USCODE-2022-title29/html/USCODE-2022-title29-chap32-subchapI-partD-sec3221.htm>
- WIOA; Department of Labor Only, Final Rule at 20 C.F.R. Part 684 available at: <https://www.ecfr.gov/current/title-20/chapter-V/part-684>
- TEGL 15–14, December 19, 2014, *Implementation of the New Uniform Guidance Regulations*, available at: http://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=5740T

7. **Attachment.** Attachment I: PY 2024 INA Program Adult and Youth Funding Allocations

**U.S. Department of Labor
Employment and Training Administration
WIOA Section 166 Adult and Youth Funding for Native Americans
PY 2024 Funding Allotments**

			Total Adult and Youth Appropriation Amount	\$60,000,000	\$14,161,107
			Less 1% for Technical Assistance and Training	\$600,000	\$0
			Total Adult and Youth Allocations	\$59,400,000	\$14,161,107
Type	State	Grantee Name	Adult	Youth	
	AL	Inter-Tribal Council of Alabama	\$299,685	\$5,209	
	AL	Poarch Band of Creek Indians	\$96,077	\$0	
477	AK	Aleutian-Pribilof Islands Association	\$29,162	\$12,364	
477	AK	Association of Village Council Presidents	\$504,965	\$215,966	
477	AK	Bristol Bay Native Association	\$120,349	\$46,909	
477	AK	Central Council of Tlingit and Haida Indian Tribes	\$208,663	\$71,298	
477	AK	Chugachmiut	\$28,366	\$11,304	
477	AK	Cook Inlet Tribal Council, Inc	\$427,811	\$135,112	
477	AK	Copper River Native Association	\$19,058	\$9,121	
477	AK	Kawerak Incorporated	\$177,718	\$73,593	
477	AK	Kenaitze Indian Tribe	\$51,432	\$23,070	
477	AK	Knik Tribe	\$42,905	\$21,522	
477	AK	Kodiak Area Native Association	\$35,937	\$12,064	
477	AK	Maniilaq Association	\$140,628	\$64,285	
477	AK	Metlakatla Indian Community	\$21,557	\$6,486	
477	AK	Orutsararmuit Native Council	\$60,188	\$20,129	
477	AK	Tanana Chiefs Conference	\$294,954	\$110,758	
	AZ	American Indian Association of Tucson	\$490,026	\$0	
	AZ	Colorado River Indian Tribes	\$72,624	\$45,555	
	AZ	Gila River Indian Community	\$597,178	\$220,447	
	AZ	Hopi Tribal Council	\$227,608	\$116,591	
477	AZ	Hualapai Tribe	\$37,038	\$19,545	
	AZ	Inter Tribal Council of Arizona, Inc.	\$94,577	\$42,916	
	AZ	Navajo Nation	\$6,342,111	\$2,989,161	
477	AZ	Pascua Yaqui Tribe	\$111,961	\$62,484	
	AZ	Phoenix Indian Center, Inc.	\$1,702,940	\$0	
	AZ	Quechan Indian Tribe	\$34,956	\$19,859	
	AZ	Salt River Pima-Maricopa Indian Community	\$113,351	\$52,838	
	AZ	San Carlos Apache Community College	\$401,012	\$216,304	
477	AZ	Tohono O'Odham Nation	\$402,784	\$232,054	
	AZ	White Mountain Apache Tribe	\$528,745	\$259,304	
	AR	American Indian Center of Arkansas, Inc.	\$353,310	\$0	
	CA	California Indian Manpower Consortium, Inc.	\$3,466,159	\$123,364	
	CA	Native American Health Center, Inc.	\$484,557	\$0	
	CA	Northern California Indian Development Council, Inc.	\$625,820	\$67,198	

	CA	Southern California American Indian Resource Center, Inc.	\$748,665	\$0
	CA	Tule River Tribal Council	\$137,026	\$12,923
	CA	United American Indian Involvement	\$1,709,020	\$0
	CO	Denver Indian Center Inc.	\$745,630	\$0
	CO	Ute Mountain Ute Tribe	\$89,793	\$22,151
	FL	Florida Governor's Council on Indian Affairs, Inc.	\$1,304,581	\$0
	FL	Miccosukee Tribe of Indians	\$123,715	\$0
	HI	Alu Like, Inc.	\$1,369,444	\$1,850,078
477	ID	Nez Perce Tribe	\$78,232	\$21,364
477	ID	Shoshone-Bannock Tribes, Inc	\$194,612	\$56,030
	IN	Place Holder	\$265,750	\$0
	KS	United Tribes of Kansas and Southeast Nebraska, Inc.	\$236,957	\$10,772
	LA	Inter-Tribal Council of Louisiana, Inc.	\$509,434	\$3,909
	ME	Penobscot Indian Nation	\$208,163	\$24,497
477	MA	Mashpee-Wampanoag Indian Tribal Council, Inc.	\$60,000	\$0
477	MI	Grand Traverse Band of Ottawa & Chippewa Indians	\$34,480	\$5,457
	MI	Inter-Tribal Council of Michigan, Inc.	\$96,200	\$35,671
	MI	Little Traverse Bay Band of Odawa Indians	\$142,045	\$0
	MI	Michigan Indian Employment and Training Services, Inc.	\$335,809	\$0
	MI	North American Indian Association of Detroit, Inc.	\$161,064	\$0
	MI	Sault Ste. Marie Tribe of Chippewa Indians	\$179,705	\$24,505
	MI	Southeastern Michigan Indians. Inc.	\$82,440	\$0
	MN	American Indian Opportunities, Inc.	\$266,164	\$0
477	MN	Bois Forte Reservation Tribal Council	\$26,111	\$8,861
	MN	Fond Du Lac Reservation	\$198,548	\$23,682
	MN	Leech Lake Band of Ojibwe	\$45,668	\$55,678
477	MN	Mille Lacs Band of Ojibwe Indians	\$55,764	\$23,194
	MN	Minneapolis American Indian Center	\$373,304	\$0
	MN	Northwest Indian OIC	\$122,893	\$0
477	MN	Red Lake Nation	\$247,590	\$89,073
477	MN	White Earth Reservation Tribal Council	\$132,841	\$56,346
	MS	Mississippi Band of Choctaw Indians	\$327,824	\$85,326
	MO	American Indian Council	\$769,059	\$9,121
477	MT	Assiniboine and Sioux Tribes	\$273,099	\$134,213
477	MT	Blackfeet Tribal Business Council	\$287,498	\$128,250
	MT	Business Committee of the Chippewa Cree Tribe	\$144,184	\$49,837
477	MT	Confederated Salish & Kootenai Tribes	\$284,675	\$135,516
477	MT	Fort Belknap Community Council	\$132,936	\$53,037
	MT	Little Big Horn College	\$164,535	\$85,740
	MT	Montana United Indian Association	\$343,028	\$0
	MT	Northern Cheyenne Tribe	\$213,871	\$96,425
	NE	Omaha Tribe of Nebraska	\$84,811	\$45,606
	NE	Ponca Tribe of Nebraska	\$285,134	\$0
477	NE	Winnebago Tribe of Nebraska	\$51,547	\$21,990
	NV	Inter-Tribal Council of Nevada	\$361,028	\$58,914

	NV	Las Vegas Indian Center, Inc.	\$268,839	\$0
477	NV	Reno Sparks Indian Colony	\$22,796	\$9,626
477	NV	Shoshone-Paiute Tribes	\$134,304	\$14,334
	NM	Alamo Navajo School Board, Inc.	\$89,129	\$48,212
	NM	Eight Northern Indian Pueblo Council	\$73,379	\$29,596
	NM	Five Sandoval Indian Pueblos, Inc.	\$163,986	\$90,952
	NM	Jicarilla Apache Tribe	\$67,728	\$29,635
	NM	Mescalero Apache Tribe	\$97,305	\$59,940
	NM	National Indian Youth Council	\$1,819,566	\$0
477	NM	Ohkay Owingeh	\$28,956	\$14,196
	NM	Pueblo of Acoma	\$149,392	\$29,970
	NM	Pueblo of Isleta	\$53,195	\$23,029
477	NM	Pueblo of Laguna	\$94,538	\$36,485
477	NM	Pueblo of Taos	\$40,719	\$18,242
477	NM	Pueblo of Zuni	\$302,671	\$128,250
	NM	Ramah Navajo School Board, Inc.	\$108,156	\$31,008
	NM	Santo Domingo Tribe	\$100,179	\$44,303
	NY	Native American Community Svcs. of Erie & Niagara Counties, Inc.	\$367,113	\$7,305
477	NY	Seneca Nation of Indians	\$237,961	\$42,781
477	NY	St. Regis Mohawk Tribe	\$139,093	\$30,800
	NC	Cumberland County Association for Indian People, Inc.	\$79,646	\$0
	NC	Eastern Band of Cherokee Indians	\$116,514	\$58,544
	NC	Guilford Native American Association	\$94,977	\$0
	NC	Lumbee Regional Development Association, Inc.	\$1,361,532	\$0
	NC	North Carolina Commission of Indian Affairs	\$420,024	\$0
477	ND	Spirit Lake Sioux Tribe	\$167,566	\$77,598
477	ND	Standing Rock Sioux Tribe	\$250,438	\$128,887
477	ND	Three Affiliated Tribes	\$188,856	\$54,727
	ND	Turtle Mountain Band of Chippewa Indians	\$307,869	\$125,092
	ND	United Tribes Technical College	\$272,614	\$0
	OH	North American Indian Cultural Center, Inc.	\$545,572	\$0
477	OK	Absentee Shawnee Tribe	\$25,513	\$14,435
477	OK	Cherokee Nation of Oklahoma	\$1,462,134	\$756,977
477	OK	Cheyenne Arapaho Tribes of Oklahoma	\$162,460	\$101,637
477	OK	Chickasaw Nation	\$371,375	\$197,800
477	OK	Choctaw Nation of Oklahoma	\$596,507	\$284,061
477	OK	Citizen Potawatomi Nation	\$476,594	\$338,904
	OK	Comanche Tribe of Oklahoma	\$158,656	\$70,364
477	OK	Creek Nation of Oklahoma	\$825,316	\$403,040
	OK	Inter-Tribal Council of Northeast Oklahoma	\$82,965	\$32,021
	OK	Kiowa Tribe of Oklahoma	\$233,760	\$154,018
477	OK	Osage Nation	\$100,675	\$50,819
	OK	Otoe-Missouria Tribe	\$33,982	\$16,418
477	OK	Pawnee Nation of Oklahoma	\$32,373	\$17,457
	OK	Ponca Tribe of Oklahoma	\$84,857	\$54,467

	OK	Tonkawa Tribe of Oklahoma	\$64,769	\$27,364
	OK	United Urban Indian Council, Inc.	\$377,909	\$194,152
477	OK	Wyandotte Nation	\$113,053	\$0
477	OR	Confed. Tribes of the Umatilla Indian Reservation	\$30,303	\$14,334
477	OR	Confederated Tribes of Siletz Indians	\$496,966	\$3,921
	OR	Confederated Tribes of Warm Springs	\$147,854	\$50,726
	PA	Council of Three Rivers American Indian Center, Inc.	\$1,043,652	\$0
	RI	Rhode Island Indian Council, Inc.	\$2,110,192	\$8,861
	SC	South Carolina Indian Development Council, Inc.	\$290,880	\$3,748
477	SD	Cheyenne River Sioux Tribe	\$252,453	\$138,122
	SD	Lower Brule Sioux Tribe	\$58,621	\$24,951
	SD	Oglala Sioux Tribe	\$690,777	\$410,301
477	SD	Rosebud Sioux Tribe (Sicangu Nation)	\$1,237,624	\$277,322
477	SD	Sisseton-Wahpeton Oyate	\$146,391	\$63,606
	SD	Yankton Sioux Tribe	\$112,679	\$56,784
	TN	Native American Indian Association, Inc.	\$266,014	\$0
	TX	Alabama-Coushatta Indian Tribal Council	\$888,765	\$1,819
	TX	Dallas Inter-Tribal Center	\$473,209	\$0
	TX	Ysleta del Sur Pueblo	\$717,158	\$24,147
	UT	Indian Training & Education Center	\$412,163	\$5,733
	UT	Ute Indian Tribe	\$123,490	\$60,280
	VA	Mattaponi Pamunkey Monacan Consortium	\$283,665	\$0
	WA	American Indian Community Center	\$450,581	\$22,085
	WA	Confederated Tribes & Bands of the Yakama Nation	\$227,476	\$112,126
477	WA	Confederated Tribes of the Colville Reservation	\$190,877	\$48,212
477	WA	Lummi Indian Business Council	\$121,518	\$26,061
477	WA	Makah Tribal Council	\$35,731	\$13,030
477	WA	South Puget Intertribal Planning Agency	\$642,716	\$93,818
477	WA	Spokane Reservation	\$43,596	\$23,455
477	WA	Suquamish Indian Tribe	\$152,365	\$2,606
477	WA	The Tulalip Tribes	\$46,296	\$20,848
	WA	United Indians of All Tribes Foundation	\$298,146	\$0
477	WI	Ho-Chunk Nation	\$183,230	\$7,300
	WI	Lac Courte Oreilles Tribal Governing Board	\$205,567	\$59,288
	WI	Lac Du Flambeau Band of Lake Superior Chippewa Indians, Inc.	\$52,919	\$17,914
477	WI	Menominee Indian Tribe of Wisconsin	\$102,881	\$48,212
	WI	Oneida Tribe of Indians of Wisconsin	\$194,284	\$22,063
	WI	Spotted Eagle, Inc.	\$227,150	\$0
477	WI	Stockbridge-Munsee Community	\$58,379	\$3,648
477	WY	Eastern Shoshone Tribe	\$135,107	\$34,921
477	WY	Northern Arapaho Business Council	\$229,725	\$78,443
		TOTAL	\$59,400,000	\$14,161,107