

2004 TWC WORKFORCE DEVELOPMENT LETTERS

LETTER ID/NO.	KEYWORD	SUBJECT	DISTRIB. DATE	STATUS
49-00, Change 4	WIA	Determining Minimum Self-Sufficiency Levels: Adjusted 2004 100% Lower Living Standard Income Level <i>Includes Attachments:</i> 1. 2004 100% Lower Living Standard Income Level Table Word PDF EXPIRATION: Continuing RESCISSIONS: WD Letter 49-00, Change 3	7/23/04	Rescinded by WD Letter 35-05
02-03, Change 2	WIA	Workforce Investment Act Eligible Training Provider System: Initial and Subsequent Eligibility Application Process and Performance Reporting Requirements EXPIRATION: Continuing RESCISSIONS: WD Letter 02-03, Change 1	7/1/04	Rescinded and replaced by WD Letter 02-03, Change 3
02-03, Change 3	WIA	Workforce Investment Act Eligible Training Provider System: Initial and Subsequent Eligibility Application Process and Performance Reporting Requirements: Clarification <i>Includes Attachments:</i> 1. Attachment 1: WD Letter 02-03, Change 3, Attachment 1 (Page 9) 2. Attachment 2: WD Letter 02-03, Change 3, Attachment 2 (Page 17) EXPIRATION: Continuing RESCISSIONS: Pages 9 and 17 to WD Letter 02-03, Change 2	7/7/04	Rescinded and replaced by WD Letter 02-03, Change 4
14-03, Change 1	WIA	Workforce Investment Act Eligible Training Provider System: Waiver Extending the Certification Period for Currently Certified Programs EXPIRATION: June 30, 2005 RESCISSIONS: WD Letter 14-03	3/5/04	Rescinded and replaced by WD Letter 27-05

2004 TWC WORKFORCE DEVELOPMENT LETTERS

30-03, Change 1	TWIST	<p>The Workforce Information System of Texas: Revisions and Updates to Phase 4 <i>Includes Attachments:</i></p> <ol style="list-style-type: none"> 1. TWIST Phase 4 Service Activity Completion Reasons Crosswalk #1 2. TWIST Phase 4 Service Activity Completion Reasons: Definitions for Crosswalk #1 3. TWIST Phase 4 Final Completion Exit Reasons Crosswalk #2 4. TWIST Phase 4 Final Completion Exit Reasons: Definitions for Crosswalk #2 5. TWIST Phase 4 Activity Service Codes Crosswalk #3 6. TWIST Activity Service Codes: Definitions for Crosswalk #3 <p>EXPIRATION: Continuing RESCISSIONS: WD Letter 30-03</p>	5/20/04	Rescinded and replaced by WD Letter 27-07
30-03, Change 2	TWIST	<p>The Workforce Information System of Texas: Revisions and Updates to Phase 4: Correction <i>Includes Attachments:</i></p> <ol style="list-style-type: none"> 1. TWIST Phase 4 Final Completion Exit Reasons: Definitions for Crosswalk #2 (Page 1) <p>EXPIRATION: Continuing RESCISSIONS: Page 1 of Attachment 4 to WD Letter 30-03, Change 1</p>	5/27/04	Rescinded and replaced by WD Letter 27-07
33-03, Change 1	TWIST	<p>The Workforce Information System of Texas: Changes to the Updated Phase 4 Procedures for Tracking Training Services</p> <p>EXPIRATION: Continuing RESCISSIONS: WD Letter 33-03</p>	2/11/04	Rescinded and replaced by WD Letter 33-07
36-03, Change 1	WIA	<p>Workforce Investment Act: Designation of Local Activity Funds</p> <p>EXPIRATION: June 30, 2005 RESCISSIONS: None</p>	3/30/04	Rescinded and replaced by WD Letter 50-05

2004 TWC WORKFORCE DEVELOPMENT LETTERS

36-03, Change 2	WIA	<p>Workforce Investment Act: Waiver Extension for Fiscal Year 2005 Designation of Local Activity Funds Includes Attachments: 1. Appendix L: WIA Local Activity Funds for PY 2004 (Excel)</p> <p>EXPIRATION: June 30, 2006 RESCISSIONS: None</p>	9/3/04	Rescinded and replaced by WD Letter 50-05
41-03, Change 1	Fiscal-Admin	<p>Changes to FY 2004 Transportation Service Contracts for Temporary Assistance for Needy Families/Choices and Food Stamp Employment & Training Customers Includes Attachments: 1. Assignment of FY 2004 Transportation Service Contract Amounts for TANF/Choices and FSE&T, Amended</p> <p>EXPIRATION: November 30, 2004 RESCISSIONS: WD Letter 41-03</p>	3/8/04	Expired
50-03, Change 1	Admin	<p>Incentive Award Criteria for Fiscal Years 2003 and 2004: Correction <i>Includes Attachments:</i> 1. Award Criteria, Weighting, and Performance Periods</p> <p>EXPIRATION: Continuing RESCISSION: WD Letter 50-03, Attachment 2</p>	2/26/04	Rescinded
01-04	TANF/Choices; FSE&T; Child Care	<p>Accessing Information in the Texas Health and Human Services Commission's Texas Integrated Eligibility Redesign System <i>Includes Attachments:</i> 1. Computer Security Agreement (Form 4014) 2. Request For Applications & System Access (Form 4743) 3. Instructions for Completing Forms 4743 and 4014</p> <p>EXPIRATION: Continuing RESCISSIONS: None</p>	1/26/04	Active
02-04	Child Care	<p>Report CC0086: Monitoring Timely Data Entry in the Child Care Service Delivery Application</p> <p>EXPIRATION: Continuing RESCISSIONS: None</p>	1/14/04	Active

2004 TWC WORKFORCE DEVELOPMENT LETTERS

03-04	FINANCE	<p>Fiscal Year 2004 Veterans' Employment and Training Funding Distribution and Performance Targets <i>Includes Attachments:</i> 1. Veterans' Employment and Training FY 2004 Funding Distribution 2. Veterans' Employment and Training FY 2004 Performance Measures</p> <p>EXPIRATION: September 30, 2004 RESCISSIONS: None</p>	1/15/04	Expired
04-04	Fiscal-Allocations	<p>Food Stamp Employment and Training: Fiscal Year 2004 Distribution of Additional Federal Funds for Able-Bodied Adults Without Dependents</p> <p>EXPIRATION: December 31, 2004 RESCISSIONS: None</p>	2/27/04	Expired
05-04	Child Care; Fiscal-Admin	<p>Overpayment Recovery of Child Care Related Funds</p> <p>EXPIRATION: Continuing RESCISSIONS: None</p>	4/14/04	Rescinded and replaced by WD Letter 05-04, Change 1
05-04 Change 1	Child Care; Fiscal-Admin	<p>Change and Clarification on Overpayment Recovery of Child Care Related Funds</p> <p>EXPIRATION: Continuing RESCISSIONS: WD Letter 05-04</p>	5/26/04	Active
06-04	TANF/Choices	<p>New Choices Rules Effective November 18, 2003 <i>Includes Attachment:</i> 1. Choices Desk Aid</p> <p>EXPIRATION: Continuing RESCISSIONS: None</p>	1/9/04	Rescinded and replaced by WD Letter 23-07
06-04, Change 1	TANF/Choices	<p>New Choices Rules Effective November 18, 2003: Clarification <i>Includes Attachment:</i> 1. WD Letter 06-04, Change 1, Attachment 1 (Page 10)</p> <p>EXPIRATION: Continuing RESCISSIONS: Page 10 to WD Letter 06-04</p>	2/19/04	Rescinded and replaced by WD Letter 23-07

2004 TWC WORKFORCE DEVELOPMENT LETTERS

07-04	FSE&T; Project RIO	Co-enrollment, and Cash Draws and Financial Reporting for Project Re-Integration of Offenders Job Seekers Who Are Food Stamp Employment and Training Mandatory Work Registrants <i>Includes Attachment:</i> 1. Project RIO/FSE&T Co-Enrollment Desk Aid EXPIRATION: Continuing RESCISSIONS: WD Letter 31-03	1/16/04	Rescinded and replaced by WD Letter 51-04
08-04	Fiscal Administration	"General Appropriations Act: Budget and Reporting Requirements and Expenditure Limitations for the 2004-2005 Biennium" <i>Includes Attachments:</i> 1. Schedule of Planned Capital Expenditures 2. Schedule of Positions 3. Texas State Job Classifications Salary Groups 4. Classification Salary Schedule A, Schedule B, and Schedule of Exempt Position Salary Rates 5. Board-Approved Operating Budget Example EXPIRATION: Continuing RESCISSIONS: None	1/20/04	Rescinded and replaced by WD Letter 40-05
09-04	Child Care	Child Care: Automation Security Awareness Training EXPIRATION: Continuing RESCISSIONS: None	2/02/04	Active
10-04	Welfare to Work	Math Skills Training Grant <i>Includes Attachment:</i> 1. MATH SKILLS TRAINING GRANT: Local Workforce Development Area Scholarship Allotments as of January 16, 2004 EXPIRATION: Continuing RESCISSIONS: WD Letter 27-03	1/26/04	Rescinded
10-04, Change 1	Welfare to Work	Math Skills Training Grant: Correction <i>Includes Attachments:</i> 1. WD Letter 10-04, Change 1, Attachment 1 (Page 4) EXPIRATION: Continuing RESCISSIONS: Page 4 of WD Letter 10-04	4/01/04	Rescinded

2004 TWC WORKFORCE DEVELOPMENT LETTERS

11-04	TANF/Choices	<p>The 2004 Earned Income Tax Credit for Employed Temporary Assistance for Needy Families Recipients and Other Low-Income Workers <i>Includes Attachment:</i> 1. "Make Tax Time Pay!" (hard copy only)</p> <p>EXPIRATION: Continuing RESCISSIONS: WD Letter 11-03</p>	2/2/04	Rescinded and replaced by WD Letter 09-05
12-04	Fiscal -- Planning Estimates	<p>Fiscal Year 2005 Preliminary Planning Estimates for Workforce Funding Categories <i>Includes Attachments:</i> 1. FY 2005 Preliminary Planning Estimates</p> <p>EXPIRATION: Continuing RESCISSIONS: None</p>	1/27/04	Rescinded
13-04	WIA	<p>Workforce Investment Act: Updated "WIA Eligibility Guidelines: Income Guidelines Desk Reference" <i>Includes Attachment:</i> 1. WIA Eligibility Guidelines: Income Guidelines Desk Reference</p> <p>EXPIRATION: Continuing RESCISSION: WD Letter 77-99, Change 11</p>	2/26/04	Rescinded and replaced by WD Letter 13-04, Change 1
13-04, Change 1	WIA	<p>Workforce Investment Act: Updated "WIA Eligibility Guidelines: Income Guidelines Desk Reference" <i>Includes Attachments:</i> 1. WIA Eligibility Guidelines: Income Guidelines Desk Reference Word</p> <p>EXPIRATION: Continuing RESCISSIONS: WD Letter 13-04</p>	7/23/04	Rescinded and replaced by WD Letter 13-04, Change 2
14-04	Child Care	<p>Implementation of New Child Care and Development Rules</p> <p>EXPIRATION: September 2, 2004 RESCISSIONS: None</p>	2/13/04	Expired

2004 TWC WORKFORCE DEVELOPMENT LETTERS

15-04	Veterans; TWIST	<p>Documenting Eligibility Information for Veterans and Other Eligible Persons in The Workforce Information System of Texas and WorkInTexas.com</p> <p><i>Includes Attachments:</i></p> <ol style="list-style-type: none"> 1. TWIST Intake Common Menu Selection Screen 2. WorkInTexas.com General Details Screen 3. WorkInTexas.com Military Details – Veteran Screen 4. WorkInTexas.com Military Details – Other Eligible Person Screen 5. WorkInTexas.com Program Information – Special Client Groups Screen <p>EXPIRATION: Continuing RESCISSIONS: None</p>	11/03/04	Active
15-04, Change 1	Veterans; TWIST	<p>Documenting Eligibility Information for Veterans and Other Eligible Persons in The Workforce Information System of Texas and WorkInTexas.com: Correction</p> <p><i>Includes Attachment:</i></p> <ol style="list-style-type: none"> 1. WD Letter 15-04, Change 1, Attachment 1 (Page 1) <p>EXPIRATION: Continuing RESCISSIONS: Page 1 of WD Letter 15-04</p>	11/5/04	Active
17-04	Fiscal-Admin; WtW	<p>Rescission and Recapture of 1999 Welfare-to-Work Unexpended Balances</p> <p><i>Includes Attachments:</i></p> <ol style="list-style-type: none"> 1. Training and Employment Guidance Letter Number 19-03 <p>EXPIRATION: May 18, 2004 RESCISSIONS: WD Letter 135-99 WD Letter 37-00 WD Letter 40-00 WD Letter 50-00 WD Letter 63-00 WD Letter 02-01 WD Letter 12-01 WD Letter 12-01, Change 1 WD Letter 38-03</p>	3/16/04	Expired

2004 TWC WORKFORCE DEVELOPMENT LETTERS

18-04	Child Care; Charitable Choice	Changes to the Child Care Service Delivery Application and Its Relationship to the Charitable Choice Quarterly Report EXPIRATION: Continuing RESCISSIONS: WD Letter 52-03	3/15/04	Page 4 rescinded and replaced by WD Letter 18-04, Change 1 Other pages are active
20-04	Child Care	Minimum Requirements for Child Care Provider Agreements EXPIRATION: Continuing RESCISSIONS: None	4/9/04	Rescinded
21-04	TWIST	The Workforce Information System of Texas: New 60-Day Edit Requirements <i>Includes Attachments:</i> 1. Request Form for Override of 60-Day Edit Period 2. Instructions for Request Form for Override of 60-Day Edit Period EXPIRATION: Continuing RESCISSIONS: WD Letter 38-01	4/30/04	Rescinded and replaced by WD Letter 06-07
22-04	Veterans	Veterans: Manager's Report on Services to Veterans <i>Includes Attachments:</i> 1. Manager's Report on Services to Veterans EXPIRATION: Continuing RESCISSIONS: Page 2 rescinded and replaced by WD Letter 22-04, Change 1	5/20/04	Rescinded
23-04	WorkInTexas.com	WorkInTexas.com: Use and Support <i>Includes Attachments:</i> 1. WorkInTexas.com Forms List 2. WorkInTexas.com Help Desk Analysts for Local Workforce Development Areas 3. WorkInTexas.com PROBLEMS AND QUESTIONS E-mail Template EXPIRATION: Continuing RESCISSIONS: None	12/21/04	Active

2004 TWC WORKFORCE DEVELOPMENT LETTERS

24-04	WIA	<p>Workforce Investment Act Eligible Training Provider System: Program Year 2004 Performance Requirements for Initial and Subsequent Eligibility</p> <p><i>Includes Attachments:</i></p> <ol style="list-style-type: none"> 1. Texas' WIA Eligible Training Provider Certification System – Subsequent Eligibility Determination: Local Adjustment Methodology Samples 2. Texas' WIA Eligible Training Provider Certification System – Notification of Program Year 2004 Board Performance Requirements (FORM – 2/04) (Word doc) <p>EXPIRATION: June 30, 2005 RESCISSIONS: WD Letter 01-03</p>	6/07/04	Rescinded and replaced by WD Letter 24-04, Change 1
26-04	Fiscal Allocations	<p>Fiscal Year 2005 Allocations, Planning Estimates, and Performance Targets</p> <p><i>Includes Attachments:</i></p> <ol style="list-style-type: none"> 1. FY 2005 Allocations and Planning Estimates (Excel 2.8 MB) 2. PY 2004 Board Targets for WIA Performance and Customer Satisfaction Measures <p>EXPIRATION: Continuing RESCISSIONS: None</p>	6/11/04	Rescinded
27-04	Child Care	<p>Calculating Postsecondary Summer Semester Credit Hours for Child Care Eligibility</p> <p>EXPIRATION: Continuing RESCISSIONS: None</p>	6/22/04	Rescinded and replaced by WD Letter 30-04
28-04	Child Care	<p>Child Care Services: State Fiscal Year 2005 Eligibility Code Card</p> <p><i>Includes Attachments:</i></p> <ol style="list-style-type: none"> 1. Eligibility Code Card for Child Care Services <p>EXPIRATION: September 1, 2005 RESCISSIONS: None</p>	6/25/04	Rescinded and replaced by WD Letter 47-05

2004 TWC WORKFORCE DEVELOPMENT LETTERS

29-04	WIA	Workforce Investment Act Eligible Training Provider System: Implementation of U.S. Department of Labor Waiver Extension EXPIRATION: June 30, 2005 RESCISSIONS: None	7/01/04	Rescinded and replaced by WD Letter 27-05
30-04	Child Care	Calculating Postsecondary Condensed Course Credit Hours for Child Care Eligibility EXPIRATION: Continuing RESCISSIONS: WD Letter 27-04	7/23/04	Rescinded
31-04	Admin	Serving Foster Care Youth EXPIRATION: Continuing RESCISSIONS: None	8/25/04	Active
32-04	Admin	New Procedures for Contract Action Requests <i>Includes Attachments:</i> 1. Contract Action Request Form and Instructions (Excel) EXPIRATION: June 30, 2007 RESCISSIONS: None	9/8/04	Expired
33-04	ES	Employment Service: A Comprehensive Guide EXPIRATION: Continuing RESCISSIONS: WD Letter 124-99 WD Letter 59-00 WD Letter 59-00 Change 1	7/30/04	Active
34-04	Trade Services; Dislocated Workers	Integration of Trade Services for Dislocated Workers: A Comprehensive Guide EXPIRATION: Continuing RESCISSIONS: None	8/3/04	Active
35-04	WIA	Workforce Investment Act: Approved Waiver Extensions EXPIRATION: June 30, 2005 RESCISSIONS: None	7/30/04	Expired

2004 TWC WORKFORCE DEVELOPMENT LETTERS

36-04	WIA	Statewide Youth Activities Provider List EXPIRATION: Continuing RESCISSIONS: None	9/1/04	Rescinded and replaced by WD Letter 31-08
37-04	Fiscal-Allocations	September 2004 Transition Funding and Extension Targets <i>Includes Attachments:</i> 1. September 2004 Transition Funding 2. September 2004 Extension Performance Targets EXPIRATION: March 1, 2005 RESCISSIONS: None	8/25/04	Expired
39-04	Child Care	Eligible Unregulated Relative Child Care Providers EXPIRATION: Continuing RESCISSIONS: None	9/10/04	Rescinded
40-04	Fiscal-Allocations	Fiscal Year 2005 Allocations and Performance Targets <i>Includes Attachments:</i> 1. FY 2005 Allocations (Excel) 2. FY 2005 Performance Measures and Targets (Excel) 3. Summary of Critical Dates for FY 2005 Workforce Area Contracts (Excel) EXPIRATION: Continuing RESCISSIONS: None	9/7/04	Rescinded
41-04	Financial Reporting	Fiscal Year 2005 Cash Draw and Expenditure Reporting System Changes and Instructions <i>Includes Attachments:</i> 1: Changes Between the FY 2004 and 2005 Cash Draw and Expenditure Reporting Modules 2: Choices Reporting Requirements EXPIRATION: Continuing RESCISSIONS: WD Letter 14-02 WD Letter 37-02 WD Letter 37-02, Change 1 WD Letter 43-03	9/16/04	Rescinded and replaced by WD Letter 76-05

2004 TWC WORKFORCE DEVELOPMENT LETTERS

42-04	Fiscal Admin	<p>Fiscal Year 2005 Transportation Service Contracts for Temporary Assistance for Needy Families/Choices and Food Stamp Employment and Training Customers</p> <p><i>Includes Attachment:</i></p> <ol style="list-style-type: none"> 1. Assignment of FY 2005 Transportation Service Contract Amounts for TANF/Choices and Food Stamp Employment and Training Clients <p>EXPIRATION: October 30, 2005 RESCISSIONS: None</p>	9/16/04	Expired
43-04	Child Care	<p>Methodology for Establishing Board Performance Targets for the Average Number of Children Served Per Day</p> <p>EXPIRATION: Continuing RESCISSIONS: None</p>	9/10/04	Rescinded and replaced by WD Letter 49-07
44-04	Child Care	<p>Prohibition Against Establishing a Minimum Income-Level Requirement to Determine Eligibility for Child Care</p> <p>EXPIRATION: Continuing RESCISSIONS: None</p>	9/21/04	Active
45-04	TWIST	<p>The Workforce Information System of Texas: Workforce Investment Act Training Services</p> <p>EXPIRATION: Continuing RESCISSIONS: None</p>	12/17/04	Active
46-04	Admin	<p>Board Contract Year 2005 Incentive Award Criteria</p> <p><i>Includes Attachments:</i></p> <ol style="list-style-type: none"> 1. Board Classifications for Board Contract Year 2005 2. Board Contract Year 2005 Incentive Award Criteria and Weighting <p>EXPIRATION: Continuing RESCISSIONS: None</p>	9/21/04	Rescinded

2004 TWC WORKFORCE DEVELOPMENT LETTERS

46-04, Change 1	Admin	Board Contract Year 2005 Incentive Award Criteria: Correction <i>Includes Attachments:</i> 1. Board Classifications for Board Contract Year 2005 2. Board Contract Year 2005 Incentive Award Criteria and Weighting EXPIRATION: Continuing RESCISSIONS: Attachments 1 and 2 to WD Letter 46-04	10/11/04	Rescinded
48-04	Child Care	Confirming Child Care Eligibility EXPIRATION: Continuing RESCISSIONS: None	11/3/04	Active
49-04	Choices	Choices: A Comprehensive Guide EXPIRATION: Continuing RESCISSIONS: None	9/27/04	Rescinded and replaced by WD Letter 23-07
50-04	Veterans	Implementing Priority of Service for Veterans and Other Eligible Persons EXPIRATION: Continuing RESCISSIONS: WD Letter 44-03	11/9/04	Rescinded and replaced by WD Letter 15-07
51-04	Project RIO; Fiscal- Administration	Program Year 2005 Project Reintegration of Offenders Funding Strategies and Reporting Requirements EXPIRATION: Continuing RESCISSIONS: WD Letter 07-04	10/5/04	Active
52-04	TWIST	The Workforce Information System of Texas: Completion Reason Codes for Exempting Exited Workforce Investment Act Participants from Performance Requirements During Follow-up Services <i>Includes Attachment:</i> 1. Workforce Investment Act (WIA) Completion Reason Codes EXPIRATION: Continuing RESCISSIONS: None	11/3/04	Rescinded and replaced by WD Letter 27-07

2004 TWC WORKFORCE DEVELOPMENT LETTERS

53-04	Child Care	New Time Frames for Child Care Budget and Payment Application Line Item Rejections and Service-Year Cutoff Date for Performance Data EXPIRATION: Continuing RESCISSIONS: WD Letter 11-02	11/3/04	Rescinded
54-04	WIA	Workforce Investment Act Eligible Training Provider Certification System: Training Location Address Changes EXPIRATION: Continuing RESCISSIONS: None	11/3/04	Active
55-04	TWIST; WIA	Workforce Investment Act Service Code 11 – Inactive EXPIRATION: Continuing RESCISSIONS: None	11/15/04	Rescinded and replaced by WD Letter 27-07
57-04	Fiscal – Allocations	Fiscal Year 2005 Supplemental Allocations for Trade Act Services <i>Includes Attachment:</i> 1. FY 2005 Trade Act Services Supplemental Allocations EXPIRATION: December 31, 2005 RESCISSIONS: None	11/24/04	Expired
58-04	General	Plumbing Profession EXPIRATION: Continuing RESCISSIONS: None	12/3/04	Active