



ETPL Frequently Asked Questions (FAQ)

Program Year 2020-2021

1. What is ETPL?

The Eligible Training Provider List (ETPL) provides customer-focused classroom and/or online training resources for adults and dislocated workers. The statewide list includes qualified training providers who offer a wide range of educational programs, including classroom, correspondence, online, and apprenticeship programs. All training providers included on Wyoming's ETPL are eligible to receive funding through Workforce Innovation and Opportunity Act (WIOA) funds.

2. Can I apply to the ETPL at any time?

Yes, all applications will be reviewed on a rolling basis. All applicants must review the requirements outlined on the ETPL website and submit all required documentation for consideration to andrell.cook@wyo.gov.

3. I am a training provider interested in applying for ETP eligibility. How do I apply?

You may access the Documentation at <http://www.wyomingworkforce.org/businesses/employment/etpl/> to begin the application process. If you are not a current eligible training provider and need additional assistance, please contact Andrell Cook at andrell.cook@wyo.gov

4. How long does it take to be approved?

The application processing varies but may take up to 30 days do to the Strategic performance and Finance Committee Meeting on a monthly basis. They are the approving authority for all ETPL requests.

5. If I have questions about my application, what should I do?

If you have questions regarding the status of your application, please reach out to andrell.cook@wyo.gov

How do I find out what programs are currently listed on Wyoming's ETPL?

The ETPL list is a published document available **only** to current eligible training providers, as well as career center staff, to assist with research and placement into training. Detailed information can be accessed by eligible participants through Wyomingatwork.com

To view the Eligible Training Provider List, [visit here](#), then on that page, click on the ETPL Approved Programs link.

6. If I am currently an approved provider on the ETPL list and wish to have program added, what should I do?

Please submit a new application request and the Labor Market Information to support the in-demand need for the program. You can find the application at <http://www.wyomingworkforce.org/businesses/employment/etpl/> A member of the ETPL team will review your submission and contact you with questions or to confirm approval.

7. The price of one of my programs, which is currently on the ETPL list, has changed. What do I do?

Please email the name of the program, description of the program, proposed new costs, effective date and any related details to andrell.cook@wyo.gov. A member of the ETPL team will review your submission and contact you with questions or to confirm approval

8. How frequently will my programs be reviewed by the Programs Team?

Your program will be reviewed yearly as part of the "subsequent eligibility" process. Please see the Training and Employment Guidance Letters 03-18 and 08-19 Policy for more information on the Eligible Training Provider List and the review that may be performed.

9. Annual ETP performance report?

For purposes of meeting DOL's reporting requirements and deadlines, with respect to ETP programs, training providers must provide all student data for all eligible training programs (programs included on the State ETPL) annually. For each annual report, a minimum of three years of data representing all students served by each eligible training program must be submitted in <https://www.wyomingatwork.com/>. The parameters for these required annual reports have been broken out by program year below. For example, a report submitted in program year 20 (PY20), must include all data on all students who attended a provider's training programs (programs listed on the State ETPL) between July 1, 2018 and June 30, 2021. This data must include currently enrolled students as well as students who completed training during this time-period. PY20 annual reports from providers that include all student data for the below time periods will be due in <https://www.wyomingatwork.com/> no later than July 21, 2021. For PY20, a similar deadline will be in effect in 2021.

10. Are apprenticeships part of the ETPL?

Yes, Apprenticeship programs that have been approved through the Office of Apprenticeship are automatically eligible for the ETPL and not subject to accreditation/BPPE requirements. For more information about registered apprenticeships, contact Michael Ann Broad, State Director of the Wyoming Office of Apprenticeship at (307) 772-2448.