



# Dutchess County Workforce Investment Board

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## Subsequent eligibility Review Form

*(Use one form for each approved offering)*

First Review: Time Period – Jan. – Dec. 2006

**DCWIB Subsequent Eligibility Review:**

**Training Provider:** \_\_\_\_\_

**Offering Title:** \_\_\_\_\_

The total number of participants in this offering

The offering completion rate for **all** participating individuals

As applicable, the rates, licensure or certification, attainment of academic degrees or equivalents, or attainment of other measures of skills of all the graduates of the offering

The percentage of individuals participating in the offering with unsubsidized funding

The wages at placement in employment of **all** participating individuals

The total number of **WIA participants** in this offering

The percentage of **WIA participants** in the offering who obtain unsubsidized employment

The retention rates in unsubsidized employment of participants who have completed the program six months after the first day of employment

The wages received by participants who have completed the program six months after the first day of employment

All records of proof should be attached and clearly labeled by performance standard category. The performance categories and acceptable records are as follows:

### Performance Standards

The DCWIB has set the following performance standards that each offering must achieve:

	<b>Minimum Achievement Level</b>	<b>Record of Proof</b>
Completion Rates	80%	Signed attendance sheets (by both the instructor and student)
Individuals who entered unsubsidized employment related to the training	80%	Copy of a pay stub or a letter on the business letter head 1. Stating the customer an employee, 2. Date of hire, 3. Job title and 4. Hourly wage
Retention rate for the second and third quarter after program exit	80%	Copy of a pay stub or a letter on the business letter head 1. Stating the customer is still an employee and 2. Hourly wage
Attainment of license or certification	55%	Copy of Certificate / license

All offerings will be reviewed and held to performance standards, however, where enrollments do not provide a statistically valid population, DCWIB may, in its discretion, defer a decision until appropriate numbers of participants have finished the program.