EMPLOYMENT AND TRAINING ADMINISTRATION ADVISORY SYSTEM U.S. DEPARTMENT OF LABOR Washington, D.C. 20210	CLASSIFICATION WIOA
	CORRESPONDENCE SYMBOL OWI DINAP
	DATE May 20, 2021

ADVISORY: TRAINING AND EMPLOYMENT GUIDANCE LETTER NO. 22-20

TO: ALL SECTION 166 INDIAN AND NATIVE AMERICAN GRANTEES

FROM: SUZAN G. LEVINE
Principal Deputy Assistant Secretary

SUBJECT: Program Year (PY) 2021 Funding Allotments and Instructions for the Indian and Native American (INA) Programs

1. **Purpose.** To provide INA grantees with Comprehensive Services Program (CSP) and Supplemental Youth Services Program (SYSP) funding allotments for PY 2021 for the Workforce Innovation and Opportunity Act (WIOA) Section 166 programs, and to notify grantees of the required submission of Standard Form (SF) 424 – Application for Federal Assistance, SF 424A – Budget Information (Non-Construction Programs), and Budget Narrative.

2. **Action Requested.** Grantees must follow the requirements in this guidance to receive PY 2021 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 2021 WIOA 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 TEGL but should instead follow DOI's requirements for receiving funds.

3. **Summary and Background.**

   a. Summary - This document provides grantees with guidance and information including:
      - INA grantee funding amounts for PY 2021;
      - How to submit an application through Grants.gov for PY 2021 funding;
      - Process for requesting an increase in the administrative cost limit.

   b. Background - On December 27, 2020, the President signed the Consolidated Appropriations Act; 2021 (H.R. 133). This Act provides $55,500,000 for INA programs under Section 166 of the WIOA. Of this amount, one percent ($555,000) will be set-aside for technical assistance pursuant to 20 CFR 684.270(e) of the WIOA regulations. Therefore, the total amount available for the INA CSP is $54,945,000. This amount will be allocated to INA grantees using the formula at 20 CFR 684.270(b).

RESCISSIONS None	EXPIRATION DATE Continuing

The Act also provides $921,130,000 for grants to states for WIOA Youth activities and 1½ percent of this amount is reserved for the INA youth program, SYSP. Accordingly, $13,778,655 is available for PY 2021 and will be allotted to INA grantees to provide supplemental services to low-income Native American youth on or near Indian reservations and in Oklahoma, Alaska, and Hawaii.[1] ETA will allocate funds to INA grantees using the formula in the WIOA regulations at 20 CFR 684.440.

4. **Submission Requirements.** Grantees must use the funding allotment amounts in Attachment I of this TEGL when submitting the SF 424, 424A and Budget Narrative. 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). Grantees receiving both CSP and SYSP funds must submit a separate SF 424, 424A and Budget Narrative for each set of funds. 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 section 5 below for additional information on submitting a request for an increase in the administrative cost limit. Grantees that have made significant program design changes or significant changes in WIOA program activities must also submit a revised four-year strategic plan.

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

   a. **Request for an Administrative Cost Rate Above 15 Percent.** The grant terms and conditions limit administrative costs for INA grants to 15 percent. However, ETA will approve administrative cost rates in excess of 15 percent, but no more than 20 percent, when the grantee submits acceptable justification. Grantee must describe the conditions that exist within its organizations that require an administrative cost rate above 15 percent. Examples of the conditions that ETA will consider are:

   - 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 in order 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 its existing essential 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.

   Administrative costs are defined in the WIOA regulations at 20 CFR 683.215.

   b. **Grants.gov Submission Process.** Grantees must submit the documents described in section 4 above through Grants.gov. Grantees must also submit any requests for an administrative cost rate increase described in section 5 above through www.grants.gov. In order to submit documents through Grants.gov, you, or someone in your organization, must be registered as an Authorized

[1] $2,553,000 of the WIOA Youth appropriation is reserved for set-asides authorized by the Act, therefore, the INA Youth program will receive 1.5 percent of $918,577,000.

Organization Representative (AOR) with Grants.gov. You can request that the AOR for your organization submit the required documents on your behalf or you may register as an AOR and submit the documents. To learn how to register with Grants.gov and become an AOR for your organization go to: https://www.grants.gov/web/grants/applicants/registration.html or call the Grants.gov help line at: 1-800-518-4726

Follow the steps below to submit the required documents for PY 2021 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 user name and password. **Note:** you must register with grants.gov in order to get a user name and password and you must be assigned the Authorized Organization Representative (AOR) by your organization's BIZ Point of Contact. See https://www.grants.gov/web/grants/applicants/registration/authorize-roles.html for additional information on how to become an AOR.

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 ***PY21-NA-Sec166-Funding*** in the Funding Opportunity Number field. Skip the *Opportunity Package ID* and go down to the *Application Filing Name* field and enter an application filing name and then click on *Create Workspace*. **Note:** the Applicant Filing Name can be any name you wish to use and it will become the name for your Workspace. If you receive both CSP and SYSP funds, create a separate workspace in order to submit two separate applications. For example, you may want to name the Workspace for your CSP application "PY 2021 WIOA Adult Application" and the Workspace for your SYSP application "PY 2021 WIOA Youth Application".

Step 5: Click on the links in the *Application Package Forms* and complete all the 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 Attachments I. Additionally, Item #11 of the SF-424 must include Catalog of Federal Domestic Assistance Number (CFDA) # 17.265.

The submission process can be time-consuming and therefore ETA strongly encourages grantees to initiate the process as soon as possible in order to allow time to resolve unanticipated technical problems.

Submission requirements stipulate that all applicants for Federal grant and funding opportunities must have a Data Universal Numbering System (D-U-N-S®) number, and must supply their D-U-N-S® number on the SF-424. We strongly encourage grantees to be consistent in using the same D-U-N-S and Employer Identification Number (EIN) that was used in the PY 2020 grant application. If you do not know the D-U-N-S and EIN you used for PY 2020, please contact your Federal Project Officer to get the D-U-N-S and EIN.

Please be aware that you cannot submit an application to 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 organizations D-U-N-S and click on the *SEARCH* button. For assistance with SAM registration, please call the SAM federal help desk at: (866) 606-8220.

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

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6. **References.**
   - Consolidated Appropriations Act; 2021 (H.R. 133), located at: https://www.congress.gov/116/bills/hr133/BILLS-116hr133enr.pdf
   - Section 166 of the WIOA (Pub.L. 113-128), located at: https://www.dol.gov/sites/dolgov/files/ETA/dinap/pdfs/WIOA_Subtitle_D_Sec_166.pdf
   - WIOA regulations; Department of Labor Only, Final Rule, located at: https://www.gpo.gov/fdsys/pkg/FR-2016-08-19/pdf/2016-15975.pdf

7. **Attachment.** Attachment I: PY 2021 INA Adult and Youth Allocations

U.S. Department of Labor
Employment and Training Administration
WIOA Section 166 Adult and Youth Funding for Native Americans
PY 2021 Funding Allotments

		Total Adult & Youth Appropriation Amount	**$55,500,000**	**$13,778,655**
		Less 1% from Adult Funding for Technical Assistance and Training	**$555,000**	**$0**
		Total Adult and Youth Allocations	**$54,945,000**	**$13,778,655**
Type	**ST**	**Grantee Name**	**Adult**	**Youth**
	AL	Inter-Tribal Council of Alabama	$293,250	$5,073
	AL	Poarch Band of Creek Indians	$94,014	$0
477	AK	Aleutian-Pribilof Islands Association	$28,488	$12,014
477	AK	Association of Village Council Presidents	$408,758	$164,458
477	AK	Bristol Bay Native Association	$117,765	$48,056
477	AK	Central Council of Tlingit and Haida Indian Tribes	$192,468	$68,079
477	AK	Chugachmiut	$27,757	$5,873
477	AK	Cook Inlet Tribal Council, Inc	$440,725	$146,303
477	AK	Copper River Native Association	$18,648	$9,344
477	AK	Kawerak Incorporated	$153,312	$60,069
	AK	Kenaitze Indian Tribe	$44,049	$22,693
477	AK	Kodiak Area Native Association	$28,947	$9,344
477	AK	Maniilaq Association	$114,828	$52,061
477	AK	Metlakatla Indian Community	$18,570	$5,340
477	AK	Orutsararmuit Native Council	$52,601	$16,019
477	AK	Tanana Chiefs Conference	$288,620	$113,465
	AZ	American Indian Association of Tucson	$344,250	$0
	AZ	Colorado River Indian Tribes	$63,032	$32,037
	AZ	Gila River Indian Community	$519,603	$210,911
	AZ	Hopi Tribal Council	$221,277	$117,470
	AZ	Hualapai Tribe	$33,156	$20,023
	AZ	Inter-Tribal Council of Arizona, Inc.	$81,180	$38,178
	AZ	Navajo Nation	$6,205,922	$3,062,220
	AZ	Pascua Yaqui Tribe	$102,306	$54,730
	AZ	Phoenix Indian Center, Inc.	$1,452,419	$0
	AZ	Quechan Indian Tribe	$34,205	$17,354
	AZ	Salt River Pima-Maricopa Indian Community	$86,185	$52,061
	AZ	San Carlos Apache Community College	$392,401	$221,591
477	AZ	Tohono O'Odham Nation	$377,351	$222,926
	AZ	White Mountain Apache Tribe	$462,234	$265,641
	AR	American Indian Center of Arkansas, Inc.	$324,445	$0
	CA	California Indian Manpower Consortium, Inc.	$3,391,728	$111,062
	CA	Northern California Indian Development Council, Inc.	$304,784	$61,671
	CA	Southern California American Indian Resource Center, Inc.	$732,588	$0

	CA	Tule River Tribal Council	$124,805	$8,010
	CA	United American Indian Involvement	$1,672,321	$0
	CA	United Indian Nations, Inc.	$449,182	$0
	CO	Denver Indian Center Inc.	$632,742	$0
	CO	Ute Mountain Ute Tribe	$87,865	$22,693
	FL	Florida Governor's Council on Indian Affairs, Inc.	$1,162,629	$0
	FL	Miccosukee Tribe of Indians	$121,059	$5,606
	HI	Alu Like, Inc.	$1,340,037	$1,866,165
477	ID	Nez Perce Tribe	$69,815	$15,484
477	ID	Shoshone-Bannock Tribes, Inc	$181,357	$57,400
	IN	American Indian Center of Indiana, Inc.	$239,400	$0
	KS	United Tribes of Kansas and Southeast Nebraska, Inc.	$203,082	$10,413
	LA	Inter-Tribal Council of Louisiana, Inc.	$492,366	$4,005
	ME	Penobscot Indian Nation	$190,797	$25,096
477	MA	Mashpee-Wampanoag Indian Tribal Council, Inc.	$58,711	$0
477	MI	Grand Traverse Band of Ottawa & Chippewa Indians	$31,374	$0
	MI	Inter-Tribal Council of Michigan, Inc.	$94,134	$29,367
	MI	Little Traverse Bay Band of Odawa Indians	$138,996	$0
	MI	Michigan Indian Employment and Training Services, Inc.	$302,443	$0
	MI	North American Indian Association of Detroit, Inc.	$139,346	$0
	MI	Sault Ste. Marie Tribe of Chippewa Indians	$166,993	$19,489
	MI	Southeastern Michigan Indians. Inc.	$74,551	$0
	MN	American Indian Opportunities, Inc.	$260,448	$0
	MN	Bois Forte Reservation Tribal Council	$19,912	$9,078
	MN	Fond Du Lac Reservation	$194,285	$18,154
	MN	Leech Lake Band of Ojibwe	$44,686	$53,128
477	MN	Mille Lacs Band of Ojibwe Indians	$53,943	$23,761
	MN	Minneapolis American Indian Center	$345,707	$0
	MN	Northwest Indian OIC	$105,164	$0
477	MN	Red Lake Nation	$217,154	$84,098
477	MN	White Earth Reservation Tribal Council	$117,909	$54,730
	MS	Mississippi Band of Choctaw Indians	$293,697	$67,812
	MO	American Indian Council	$722,045	$9,344
477	MT	Assiniboine and Sioux Tribes	$267,235	$137,493
477	MT	Blackfeet Tribal Business Council	$281,325	$126,813
	MT	Business Committee of the Chippewa Cree Tribe	$138,125	$38,712
477	MT	Confederated Salish & Kootenai Tribes	$276,499	$138,828
477	MT	Fort Belknap Community Council	$119,418	$50,726
	MT	Little Big Horn College	$161,001	$87,835
	MT	Montana United Indian Association	$335,662	$0
	MT	Northern Cheyenne Tribe	$209,279	$98,781
	NE	Omaha Tribe of Nebraska	$77,543	$46,721
	NE	Ponca Tribe of Nebraska	$279,011	$0
477	NE	Winnebago Tribe of Nebraska	$43,812	$21,358
	NV	Inter-Tribal Council of Nevada	$276,981	$48,856
	NV	Las Vegas Indian Center, Inc.	$186,938	$0
477	NV	Reno Sparks Indian Colony	$16,626	$9,344

477	NV	Shoshone-Paiute Tribes	$119,453	$14,684
	NM	Alamo Navajo School Board, Inc.	$87,216	$49,391
	NM	Eight Northern Indian Pueblo Council	$71,803	$27,232
	NM	Five Sandoval Indian Pueblos, Inc.	$149,910	$93,175
	NM	Jicarilla Apache Tribe	$60,438	$28,032
	NM	Mescalero Apache Tribe	$85,776	$61,404
	NM	National Indian Youth Council	$1,566,349	$0
477	NM	Ohkay Owingeh	$26,097	$13,349
	NM	Pueblo of Acoma	$133,252	$30,702
	NM	Pueblo of Isleta	$39,048	$11,746
477	NM	Pueblo of Laguna	$85,348	$37,377
477	NM	Pueblo of Taos	$39,845	$18,688
477	NM	Pueblo of Zuni	$278,973	$129,483
	NM	Ramah Navajo School Board, Inc.	$88,164	$30,702
	NM	Santo Domingo Tribe	$98,028	$45,386
	NY	Native American Community Services of Erie & Niagara Counties, Inc.	$359,230	$0
477	NY	Seneca Nation of Indians	$232,851	$32,037
477	NY	St. Regis Mohawk Tribe	$136,106	$22,693
	NC	Cumberland County Association for Indian People, Inc.	$63,619	$0
	NC	Eastern Band of Cherokee Indians	$114,012	$57,400
	NC	Guilford Native American Association	$76,679	$0
	NC	Lumbee Regional Development Association, Inc.	$1,166,828	$0
	NC	North Carolina Commission of Indian Affairs	$350,759	$0
477	ND	Spirit Lake Sioux Tribe	$152,835	$74,754
477	ND	Standing Rock Sioux Tribe	$221,257	$124,144
477	ND	Three Affiliated Tribes	$184,800	$56,065
	ND	Turtle Mountain Band of Chippewa Indians	$301,258	$128,148
	ND	United Tribes Technical College	$235,795	$0
	OH	North America Indian Cultural Center, Inc.	$516,715	$0
	OK	Absentee Shawnee Tribe	$22,923	$13,081
477	OK	Cherokee Nation of Oklahoma	$1,327,575	$674,382
477	OK	Cheyenne Arapaho Tribes of Oklahoma	$158,972	$104,121
477	OK	Chickasaw Nation	$363,400	$202,635
477	OK	Choctaw Nation of Oklahoma	$583,697	$291,005
477	OK	Citizen Potawatomi Nation	$427,199	$290,738
	OK	Comanche Tribe of Oklahoma	$155,250	$72,084
477	OK	Creek Nation of Oklahoma	$730,070	$355,079
	OK	Inter-Tribal Council of Northeast Oklahoma	$75,257	$26,964
	OK	Kiowa Tribe of Oklahoma	$227,114	$157,783
477	OK	Osage Nation	$98,513	$52,061
	OK	Otoe-Missouria Tribe	$33,253	$16,819
477	OK	Pawnee Nation of Oklahoma	$31,678	$14,684
	OK	Ponca Tribe of Oklahoma	$83,035	$55,798
	OK	Tonkawa Tribe of Oklahoma	$63,378	$28,032
	OK	United Urban Indian Council, Inc.	$369,794	$198,897
477	OK	Wyandotte Nation	$110,625	$0
477	OR	Confed. Tribes of the Umatilla Indian Reservation	$27,730	$14,684

477	OR	Confederated Tribes of Siletz Indians	$444,491	$1,068
	OR	Confederated Tribes of Warm Springs	$130,110	$41,382
	OR	Organization of the Forgotten American, Inc.	$301,366	$0
	PA	Council of Three Rivers American Indian Center, Inc.	$950,897	$0
	RI	Rhode Island Indian Council, Inc.	$1,769,677	$9,078
	SC	South Carolina Indian Development Council, Inc.	$249,706	$2,670
477	SD	Cheyenne River Sioux Tribe	$228,121	$141,498
	SD	Lower Brule Sioux Tribe	$57,362	$20,023
	SD	Oglala Sioux Tribe	$675,944	$415,148
477	SD	Rosebud Sioux Tribe (Sicangu Nation)	$1,071,754	$257,633
477	SD	Sisseton-Wahpeton Oyate	$126,944	$58,734
	SD	Yankton Sioux Tribe	$110,259	$53,395
	TN	Native American Indian Association, Inc.	$235,934	$0
	TX	Alabama-Coushatta Indian Tribal Council	$895,974	$1,068
	TX	Dallas Inter-Tribal Center	$395,278	$0
	TX	Ysleta del Sur Pueblo	$663,391	$17,354
	UT	Indian Training & Education Center	$363,372	$5,873
	UT	Ute Indian Tribe	$120,838	$60,069
	VT	Maquam Bay of Missisquoi, Inc.	$82,646	$0
	VA	Mattaponi Pamunkey Monacan Consortium	$256,714	$0
	WA	American Indian Community Center	$412,106	$18,154
	WA	Confederated Tribes & Bands of the Yakama Nation	$206,451	$109,194
477	WA	Confederated Tribes of the Colville Reservation	$186,778	$49,391
477	WA	Lummi Indian Business Council	$114,113	$26,697
477	WA	Makah Tribal Council	$34,964	$13,349
477	WA	South Puget Intertribal Planning Agency	$628,914	$96,111
477	WA	Spokane Reservation	$40,895	$24,028
	WA	Suquamish Indian Tribe	$149,093	$2,670
477	WA	The Tulalip Tribes	$45,302	$21,358
	WA	United Indians of All Tribes Foundation	$291,744	$0
477	WI	Ho-Chunk Nation	$179,296	$4,805
	WI	Lac Courte Oreilles Tribal Governing Board	$174,278	$59,803
	WI	Lac Du Flambeau Band of Lake Superior Chippewa Indians, Inc.	$43,131	$12,014
477	WI	Menominee Indian Tribe of Wisconsin	$100,672	$49,391
	WI	Oneida Tribe of Indians of Wisconsin	$168,215	$16,019
	WI	Spotted Eagle, Inc.	$222,272	$0
477	WI	Stockbridge-Munsee Community	$56,817	$3,738
477	WY	Eastern Shoshone Tribe	$132,206	$35,775
477	WY	Northern Arapaho Business Council	$224,792	$80,360
		Total Grantees = 167	**$54,945,000**	**$13,778,655**