

State of Rhode Island's Eligible Training Provider List ETPL Program Performance Data Collection

Organizations approved for the State of Rhode Island's Eligible Training Provider List (ETPL) are expected to achieve positive employment outcomes for those enrolled in their programs. These positive outcomes will assist the State of Rhode Island in meeting its performance standards which are set by the U.S. Department of Labor (USDOL). In order to provide the USDOL with the required performance standards, all ETPL Providers must submit program performance numbers each quarter. More information regarding performance can be found in the Eligible Training Provider Agreement and the State ETPL Policy, WIN 15-09-02 (Rev.).

Program Performance Collection Process

Below are the steps necessary to submit program performance:

1. The Training Provider must submit quarterly performance for all ETPL approved programs using the 'Eligible Training Provider Program Performance Summary' collection website that can be found at <https://form.jotform.us/71515918877167>.
2. If the Training Provider has multiple programs on the ETPL, each program performance must be reported separately. The collection website allows for Training Vendors to enter multiple programs for each section.
3. The Training Provider must report on **ALL** students on the first page. This is to include every student enrolled during that quarter no matter how the student funded their training.
4. The Training Provider must report on **WIOA** funded students on the second page.
5. The Training Provider must submit the performance information each quarter by the due dates outlined in the Eligible Training Provider Agreement. All forms must be submitted no later than 15 days after the end of each quarter.
6. Once the ETPL Coordinator receives the program performance data, it will be entered into the State's Virtual One-Stop Career Center, EmployRI. Once entered, it will be visible to all individuals viewing the ETPL.
7. If a Provider fails to submit the required data by the due dates, the ETPL Coordinator will reach out to the Provider contact to provide technical assistance to become compliant and/or develop a corrective action plan as outlined in WIN 15-09-02 (Rev.).