

To: Eligible Training Providers
Local Workforce Development Board Eligible Training Provider Coordinators

From: Texas Workforce Commission

Date: June 14, 2021

Subject: Workforce Innovation and Opportunity Act (WIOA) Eligible Training Provider Annual Reporting Requirement for Program Year 2020 (PY'20)

The Texas Workforce Commission (TWC) strives to identify innovative ways to improve its workforce programs and processes and promote stronger partnerships. To achieve these objectives, TWC requires Eligible Training Providers (ETPs) to report on student outcomes for all programs included on the statewide Eligible Training Provider List (ETPL) each year.

WIOA requires states to submit annual ETP performance reports to the US Department of Labor (DOL) for all training programs on the statewide ETPL. TWC uses the information received from ETPs to submit the mandatory ETP performance report to DOL and to meet the federal requirements for informed consumer choice in training program selection.

TWC's ETP performance report under WIOA is due to DOL by the first of October. Except for Registered Apprenticeship Programs, ETPs are required to submit their annual reports by late July each year in order to ensure that TWC has time to review and tabulate provider data and meet the October 1 deadline to submit data.

The PY'20 annual reports for all ETP programs are required by the following due date:

Due Date	Program Year	Reporting Period
July 21, 2021	PY'20	July 1, 2019–June 30, 2021

TWC will provide the final reporting tool to all eligible training providers in June 2021. TWC will begin accepting completed PY'20 annual reports no earlier than July 1, 2021.

Completed reports must be submitted to the ETP Help Desk at etp.helpdesk@twc.state.tx.us.

Note: TWC strongly recommends that ETP staff members who have technical experience with data collection and reporting be involved in the annual reporting process.

TWC is committed to assisting all eligible training providers throughout this process. If you have questions, please contact your ETP Coordinator using the [ETP Coordinator List](#) or the ETP Help Desk at etp.helpdesk@twc.state.tx.us.