



## Workforce Innovation and Opportunity Act (WIOA) Title I Policy

Subject: **Program Income**

Number/Reference: **FP - 3**

Review Date: **5/25/2018**

Revision # **Review Copy**

### Overview

This policy provides guidance to Workforce Innovation and Opportunity Act (WIOA) subrecipients on the requirements for earning, expenditure, and reporting of program income.

### Policy Statement

Program income means gross income earned by a subrecipient that is directly generated by a supported activity or earned as a result of the WIOA award during the period of performance. Program income does not increase the amount of funds authorized for the sub-award. It is considered additional revenue available for use in support of allowable sub-award activity.

Program income includes, but is not limited to, income from the following:

- The use or rental of property acquired with WIOA funds.
- The sale of commodities or items fabricated under a WIOA award.
- License fees and royalties on patents or copyrights.
- Goods or services (including conferences) provided as a result of WIOA funded activities.
- Any excess of revenue over costs incurred for services provided.
- Interest earned on funds received under WIOA.
- Fees from employers to use services, facilities, or equipment.

Subrecipients must account for program income using the “Addition Method.” The Addition Method means that program income is added to the WIOA award and is used to provide the same services as provided under the original sub-award agreement. The program income available under the sub-recipient for program activities is not formally modified into the sub-award amount.

Although program income can be accounted for as available until the income is actually used, any cash-on-hand from program income must be liquidated before the sub-recipient may request additional WIOA cash for any purpose.

### Action(s)

Subrecipients must develop and implement policies and/or procedures that comply with this policy.

HECC will monitor subrecipients for compliance.

### Contact

Questions regarding this policy should be sent to [HECC\\_OWI\\_WORKFORCE\\_POLICY@oregon.gov](mailto:HECC_OWI_WORKFORCE_POLICY@oregon.gov) .

**References**

- Workforce Innovation and Opportunity Act (WIOA) Public Law 113-128
- WIOA Section 194
- 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Final Rule
- 2 CFR Part 2900, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Department of Labor (DOL) Exceptions)
- 2 CFR 200.80
- 2 CFR 200.307
- 2 CFR 200.327
- 2 CFR 200.333
- 2 CFR 200.400(g)
- 29 CFR 683.200

<hr/>	<hr/>	<hr/>
(signature)	(title)	(date)