

**CHAPTER 23**  
**WORKFORCE DEVELOPMENT**  
**PARTNERSHIP PROGRAM**

**Authority**

N.J.S.A. 34:15D-1 et seq.; and Section 2 of P.L. 2005, c. 66.

**Source and Effective Date**

R.2010 d.030, effective January 4, 2010.  
See: 41 N.J.R. 3374(a), 42 N.J.R. 549(a).

**Chapter Expiration Date**

In accordance with N.J.S.A. 52:14B-5.1b, Chapter 23, Workforce Development Partnership Program, expires on January 4, 2017. See: 43 N.J.R. 1203(a).

**Chapter Historical Note**

Chapter 23, Workforce Development Partnership Program, became effective April 4, 1994 with Subchapters 3, 4 and 5. Subchapter 3, Individual Training Grants, was adopted as R.1994 d.166; Subchapter 4, Approved Training under the Workforce Development Partnership Act, was adopted as R.1994 d.167; and Subchapter 5, Additional Unemployment Benefits during Training, was adopted as R.1994 d.168. See: 25 N.J.R. 884(a), 26 N.J.R. 1512(a); 25 N.J.R. 886(a), 26 N.J.R. 1514(a); 25 N.J.R. 887(a), 26 N.J.R. 1515(a).

Subchapter 6, Employment and Training Grants for Services to Disadvantaged Workers, was adopted as R.1994 d.190, effective April 18, 1994. See: 25 N.J.R. 1054(a), 26 N.J.R. 1663(a).

Subchapter 1, Definitions, and Subchapter 2, Customized Training Services; Purpose, Eligibility and Scope, were adopted as R.1994 d.489, effective September 19, 1994. See: 26 N.J.R. 2770(a), 26 N.J.R. 3867(b). Subchapter 7, Occupational Safety and Health Training Services, was adopted as R.1994 d.490, effective September 19, 1994. See: 26 N.J.R. 2774(a), 26 N.J.R. 3870(a).

Subchapter 8, Reporting Requirements for Assessment of Employment and Training Programs, was adopted as R.1995 d.286, effective June 5, 1995. See: 27 N.J.R. 1131(a), 27 N.J.R. 2236(a).

Subchapter 9, Tuition Policies for Unemployed Persons: Job Training Program, was adopted as R.1998 d.368, effective July 20, 1998. See: 30 N.J.R. 1750(a), 30 N.J.R. 2631(a).

Pursuant to Executive Order No. 66(1978), Chapter 23, Workforce Development Partnership Program, was readopted as R.1999 d.138, effective April 1, 1999. See: 31 N.J.R. 588(b), 31 N.J.R. 1199(a).

Subchapter 8, Reporting Requirements for Assessment of Employment and Training Programs, was repealed and Subchapter 9, Tuition Policies for Unemployed Persons: Job Training Program was recodified as Subchapter 8, Tuition Policies for Unemployed Persons: Job Training Program by R.2002 d.193, effective June 17, 2002. As a part of R.2002 d.193, Subchapter 9, Supplemental Workforce Fund for Basic Skills, and Subchapter 10, Records, Reports, and Performance, were adopted as new rules. See: 34 N.J.R. 448(a), 34 N.J.R. 2036(a).

Chapter 23, Workforce Development Partnership Program, expired on April 1, 2004.

Chapter 23, Workforce Development Partnership Program, was adopted as new rules by R.2004 d.325, effective August 16, 2004. See: 36 N.J.R. 2299(a), 36 N.J.R. 3883(b).

Subchapter 8, Tuition Policies for Unemployed Persons: Job Training Program, was renamed Tuition Policies for Unemployed Persons; Job Training Program by R.2008 d.267, effective September 2, 2008. See: 40 N.J.R. 2406(a), 40 N.J.R. 5044(a).

Subchapter 13, One-Stop Career Centers; Victims of Domestic Violence, was adopted as new rules by R.2008 d.280, effective September 15, 2008. See: 40 N.J.R. 1750(a), 40 N.J.R. 5241(a).

Subchapter 12, State Rental Assistance Program; Satisfactory Progress, was adopted as new rules by R.2008 d.335, effective November 3, 2008. See: 40 N.J.R. 1755(a), 40 N.J.R. 6469(a).

Chapter 23, Workforce Development Partnership Program, was re-adopted as R.2010 d.030, effective January 4, 2010. See: Source and Effective Date. See, also, section annotations.

**CHAPTER TABLE OF CONTENTS**

**SUBCHAPTER 1. DEFINITIONS**

12:23-1.1 Definitions

**SUBCHAPTER 2. CUSTOMIZED TRAINING SERVICES;  
PURPOSE, ELIGIBILITY AND SCOPE**

- 12:23-2.1 Purpose
- 12:23-2.2 Eligibility and scope
- 12:23-2.3 Application for Customized Training Assistance
- 12:23-2.4 Conditions and standards of eligibility for customized training assistance
- 12:23-2.5 Review and evaluation of customized training applications
- 12:23-2.6 Where to obtain and send an application
- 12:23-2.7 Disclosure of information
- 12:23-2.8 Refunds and fines

**SUBCHAPTER 3. INDIVIDUAL TRAINING GRANTS**

- 12:23-3.1 Eligibility
- 12:23-3.2 Grant payments
- 12:23-3.3 Approval of training grants
- 12:23-3.4 Amount of individual training grants
- 12:23-3.5 Other funding sources
- 12:23-3.6 Request for reconsideration of grant denials
- 12:23-3.7 Refunds
- 12:23-3.8 Approved training costs

**SUBCHAPTER 4. APPROVED TRAINING UNDER THE  
WORKFORCE DEVELOPMENT PARTNERSHIP ACT**

- 12:23-4.1 Approved training
- 12:23-4.2 Full-time training
- 12:23-4.3 Active search for work
- 12:23-4.4 Acceptance of temporary work
- 12:23-4.5 Courses of study at institution of higher education
- 12:23-4.6 (Reserved)

**SUBCHAPTER 5. ADDITIONAL UNEMPLOYMENT  
BENEFITS DURING TRAINING**

- 12:23-5.1 Eligibility requirements
- 12:23-5.2 Claims for additional unemployment benefits during training
- 12:23-5.3 Work search waiver
- 12:23-5.4 Refusal of suitable work
- 12:23-5.5 Intent to enter training
- 12:23-5.6 Claim options
- 12:23-5.7 Overpayments
- 12:23-5.8 Appeals

**SUBCHAPTER 6. EMPLOYMENT AND TRAINING  
GRANTS FOR SERVICES TO DISADVANTAGED  
WORKERS**

- 12:23-6.1 Purpose and scope
- 12:23-6.2 Employment and training grants to serve disadvantaged workers

- 12:23-6.3 Innovative demonstration project funds
- 12:23-6.4 Eligibility for services
- 12:23-6.5 Eligibility of service providers
- 12:23-6.6 Limitation on administrative costs
- 12:23-6.7 Monitoring and oversight
- 12:23-6.8 Evaluation of employment and training services
- 12:23-6.9 through 12:23-6.13 (Reserved)

**SUBCHAPTER 7. OCCUPATIONAL SAFETY AND HEALTH TRAINING SERVICES**

- 12:23-7.1 Purpose
- 12:23-7.2 Scope
- 12:23-7.3 Occupational safety and health training grants to serve qualified displaced, disadvantaged and employed workers
- 12:23-7.4 Application process
- 12:23-7.5 Review and evaluation of applications
- 12:23-7.6 Assessment of need and delivery of services
- 12:23-7.7 Allocation of funds
- 12:23-7.8 Eligibility for services
- 12:23-7.9 Eligibility of service providers
- 12:23-7.10 Limitation on administrative costs
- 12:23-7.11 Monitoring and oversight
- 12:23-7.12 Evaluation of occupational safety and health training
- 12:23-7.13 (Reserved)

**SUBCHAPTER 8. TUITION POLICIES FOR UNEMPLOYED PERSONS; JOB TRAINING PROGRAM**

- 12:23-8.1 Purpose and scope
- 12:23-8.2 Definitions
- 12:23-8.3 Proof of program eligibility
- 12:23-8.4 Eligibility for financial aid
- 12:23-8.5 Eligible coursework
- 12:23-8.6 Employment during semester
- 12:23-8.7 Application of general institution rules
- 12:23-8.8 Inclusion of program in college enrollment count
- 12:23-8.9 Financial obligation of eligible individual
- 12:23-8.10 Appeal of finding regarding tuition waiver program eligibility

**SUBCHAPTER 9. SUPPLEMENTAL WORKFORCE FUND FOR BASIC SKILLS**

- 12:23-9.1 Purpose
- 12:23-9.2 Basic skills programs to be included in State and Local Plans
- 12:23-9.3 Funding
- 12:23-9.4 Counseling, assessment and employability development planning
- 12:23-9.5 Coordination and consultation requirements
- 12:23-9.6 Basic skills funds are to supplement existing resources
- 12:23-9.7 Monitoring and oversight
- 12:23-9.8 Limitations on administrative costs for service providers
- 12:23-9.9 Prohibition on use of funds

**SUBCHAPTER 10. RECORDS, REPORTS, AND PERFORMANCE**

- 12:23-10.1 Purpose
- 12:23-10.2 Scope
- 12:23-10.3 Reporting requirements
- 12:23-10.4 Disclosure of information
- 12:23-10.5 Performance standards and evaluation

**SUBCHAPTER 11. (RESERVED)**

**SUBCHAPTER 12. STATE RENTAL ASSISTANCE PROGRAM; SATISFACTORY PROGRESS**

- 12:23-12.1 Purpose
- 12:23-12.2 Applicability

- 12:23-12.3 Qualified job counselor responsibilities
- 12:23-12.4 Satisfactory progress
- 12:23-12.5 Good cause for reasonable adjustments to satisfactory progress requirement
- 12:23-12.6 Monitoring of satisfactory progress
- 12:23-12.7 Reporting to the Department of Community Affairs
- 12:23-12.8 Appeals

**SUBCHAPTER 13. ONE-STOP CAREER CENTERS; VICTIMS OF DOMESTIC VIOLENCE**

- 12:23-13.1 Training of qualified job counselors
- 12:23-13.2 Qualified job counselor responsibilities – self-screening
- 12:23-13.3 Qualified job counselor responsibilities – individual has identified himself or herself as a victim of domestic violence

**SUBCHAPTER 1. DEFINITIONS**

**12:23-1.1 Definitions**

The following words and terms, when used in this chapter, shall have the following meanings:

“Act” means the 1992 New Jersey Employment and Workforce Development Act, P.L. 1992, c.43 (N.J.S.A. 34:15D-1 et seq.)

“Administrative cost” means any costs incurred by the Department to administer the program, including any cost required to collect information and conduct evaluations of service providers and surveys of occupations pursuant to N.J.S.A. 34:15D-1 et al. to the extent that funding is not available from Federal or other sources.

“Application fee” means the charge assessed by an institution of higher education to process a student application for admission to the institution.

“Apprenticeship Policy Committee” means the New Jersey Apprenticeship Policy Committee established by an agreement between the Bureau of Apprenticeship and Training in the United States Department of Labor, the State Department of Labor, and the State Department of Education and consisting of a representative of the Departments of Education and Labor, the Director of Region II of the Bureau of Apprenticeship and Training in the United States Department of Labor, and a representative of the New Jersey State AFL-CIO.

“Approved training” means training that is occupational, remedial or a combination of the two that meets the requirements stated in N.J.A.C. 12:23-3.3.

“Basic skills training” means basic mathematics, reading comprehension, basic computer literacy, English proficiency and work-readiness skills, and shall be regarded as a form of remedial education. In addition to remedial education, basic skills can also include communication, interpersonal and decision-making skills.