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**DATE:** March 18, 2026  
**TO:** Full Board/Executive Committee  
**FROM:** Verneda Clapp, Adult and Dislocated Worker Program Manager  
**RE:** **Approve Funds Transfer Request for FY 2025-26 funds**

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### **RECOMMENDATION**

That the Full Board/Executive Committee approves the Workforce Development Board of Contra Costa County funds transfer in the amount of \$1,300,000 from the Workforce Investment and Opportunity Act (WIOA) Dislocated Worker program into the Adult program.

### **BACKGROUND**

WIOA formula funds (Adult, Dislocated Worker, and Youth programs) make up a significant portion of the Workforce Development Board of Contra Costa County revenue and provide funding for job-seeker populations and for services to support the needs of local businesses. WIOA funds have a two-year lifespan, meaning that funds that were appropriated July 2025 are available for use through June 2027.

WIOA allows the transfer of funds between the Adult and Dislocated Worker program funding streams in order to maximize customer service and provide Local Workforce Development Areas (Local Area) with greater flexibility to provide services in the areas of greatest need. The WIOA Section 133(b)(4) states that up to and including 100 percent of funds allocated to Title I Adult and Dislocated worker programs may be transferred between these two funding streams.

Adult program funds can be used to support workforce activities for individuals aged 18 and older. Although there are numerous ways to be eligible for the Adult program, most Adult program participants tend to have less attachment to the labor market than their Dislocated Worker program counterparts. This often means that the Adult program participants have lower incomes and may have other barriers that impede their employment. In contrast, eligibility for the Dislocated Worker program is for people who were displaced from jobs through no fault of their own and are unlikely to return to their previous occupation.

### **CURRENT SITUATION**

Lay-offs have slowed in Contra Costa County and Dislocated Workers are not seeking career and training services as much as their Adult program counterparts, which has reduced the demand for dislocated worker formula funds. To balance formula funding, a transfer of funds from dislocated worker formula funds to adult formula funds is requested.

### **FISCAL IMPACT**

The \$1,300,000 transfer of funds from Dislocated Worker program to Adult program has a net zero effect on the overall budget.

## **SCHEDULE**

The transfer of funds from WIOA Dislocated Worker program to WIOA Adult program will also be processed immediately as a part of this action.

## **ATTACHMENTS**

**A4a** WSD22-09 Transfer of Funds – WIOA Adult/Dislocated Worker Programs - **(Handout)**

For any questions, please contact Vee Clapp, WIOA Adult Programs Manager at 925-655-3807 or via email at [vclapp@ehsd.cccounty.us](mailto:vclapp@ehsd.cccounty.us)