

## STATE STIMULUS GRANTS (RUN/WIG) PROGRAM INFORMATION AND NOTICES

### ► What is The Coronavirus State and Local Fiscal Recovery Funds (SLFRF) Program?

The Coronavirus SLFRF Program, a part of the American Rescue Plan, delivered funding across the country to support responses to and recovery from the COVID-19 public health emergency.

### ► Program Objectives

**Reskilling, Upskilling, and Next-Skilling (RUN) Grant** – Supports reskilling, upskilling, and next-skilling workers who have been economically impacted by the COVID-19 pandemic, with a focus on providing short-term training to obtain an industry-recognized certificate or credential, or to pursue training in any program that leads to an in-demand or growth occupation, as well as related services that will aid workers, including those from communities disproportionately impacted by the public health emergency.

**Workforce Innovation Grant (WIG)** – Supports unemployed or underemployed workers impacted by COVID-19 to build in-demand skills, connect workers and learners to quality jobs, and drive employer engagement in talent development.

### ► Participant Responsibilities

Participants are responsible for the following during program participation:

- Maintain consistent contact with case manager
- Be committed to successfully completing all agreed upon academic and occupational goals
- Supply copies of requested documentation related to education and employment milestones (certificates, degrees, employment verification, paychecks, etc.)
- Update case manager of any changes to address, contact methods, expected participation, and/or need for supportive services

### ► Length of Participation

Program participation varies based on the academic and occupational goals of each individual within the parameters of the grant in which they are enrolled; however, participation in RUN cannot be longer than one year (12 consecutive months) from the participant's enrollment date.

### ► Individual Employment Plan (IEP) / Individual Service Strategy (ISS)

If applicable, participants will work with their case manager to develop a plan outlining the services needed to meet their academic and occupational goals.

### ► Assessments

If applicable, participants may be asked to complete interest and aptitude testing.

### ► Follow-Up Period

For a period not to exceed 12 months after exit, workforce representatives will be in periodic contact with the participant to gather updated information regarding employment, education, and any additional service needs.

► **Equal Opportunity and The American's with Disabilities Act**

Denver Workforce Services (DWS) is prohibited from discriminating on the grounds of race, color, religion, sex, national origin, age, disability, political affiliation or belief, and for beneficiaries, applicants, and participants only, on the basis of citizenship status or participation in a SLFRF-financially assisted program or activity. In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), DWS will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

**Effective Communication:** DWS will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in DWS programs, services, and activities, including qualified sign language interpreters and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments. Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a DWS program, service, or activity should contact [DenverWSFeedback@denvergov.org](mailto:DenverWSFeedback@denvergov.org) or (720) 913-1617 (V/TTY) no later than 48 hours before a scheduled event.

**Reasonable Accommodations:** DWS will make reasonable accommodation to the known physical or mental limitations of an otherwise qualified applicant or employee with a disability, unless DWS can demonstrate that the accommodation would impose an undue hardship on the operation of DWS' business.

**Mobility Devices:** DWS permits individuals with mobility disabilities to use wheelchairs and manually powered mobility aids, such as walkers, crutches, canes, braces, or other similar devices designed for use by individuals with mobility disabilities in any areas open to pedestrian use.

**Service Animals:** DWS will ensure that individuals with disabilities may be accompanied by their service animals wherever the public may go. Service animals are defined as dogs that are individually trained to do work or perform tasks for people with disabilities; no identification or special tags are required. Service animals must be harnessed or leashed unless those devices would interfere with the work the service animal performs. In cases where the service animal is not leashed or harnessed, the handler must have the service animal under voice or signal control. If a service animal becomes disruptive, a staff person may ask that the service animal be removed. DWS will consider making a reasonable modification to permit the use of miniature horses, as a service animal, on a case-by-case basis.

► **Language Assistance Services:** Upon request, DWS provides language assistance services to English language learners and those who have limited English language proficiency.

► **Data Sharing and Release of Information:** Certain private records and information are protected from general disclosure, and any information released remains subject to the restrictions stated in the Health Insurance Portability and Accountability Act (HIPAA) the Family Education Rights and Privacy Act (FERPA) and any other applicable federal and state privacy laws (collectively, "Privacy Laws"). In conformance with Privacy Laws, DWS must collect and share certain private information in order to verify and document program eligibility and provide services for SLFRF programs. Any other use of participant data requires written consent from the participant or participant's parent/legal guardian, as applicable.

**► Grievance and Complaint Procedure**

DWS and contracted Service Providers will make reasonable efforts to assure that the grievance and complaints procedures are understood by affected participants and other individuals, including those who are limited-English speaking. Potential discrimination and programmatic concerns and/or complaints should be directed to:

Denver Economic Development & Opportunity  
DWS Equal Opportunity and Complaint Officer  
101 W. Colfax Ave., Suite 850  
Denver, CO 80202  
Phone: (720) 913-1617 (TTY/V)  
Email: [DenverWSFeedback@denvergov.org](mailto:DenverWSFeedback@denvergov.org)

**ACKNOWLEDGEMENT**

**By signing below, I acknowledge, understand, and voluntarily accept the terms, conditions, and information contained within this document.**

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Participant Printed Name

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Signature

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Date

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Parent/Guardian

(if participant is under the age of 18)

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Signature

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Date

*Use an Adobe "Digital ID" or the "e-sign: draw" feature to sign this document. You may also print, sign, and scan the signature page. A typed name within a signature line will not be accepted as an electronic signature.*