

## **Eligible Training Providers Policy**

1. Providers in Clinton, Essex, Franklin and Hamilton Counties must complete an application on-line at the state website: [www.workforcenewyork.org](http://www.workforcenewyork.org) under “Eligible Training Providers.”
2. Providers must complete and submit “Provider/Offering Application Authorized Signature Form” to the Executive Director of the North Country Workforce Investment Board (NCWIB).
3. Provider will be notified of eligibility status within 30 days of submitting all required information.
4. Once provider is approved, the provider may request approval for additional programs through the on-line process at: <http://applications.labor.ny.gov/ETPL/>. Such additional programs will be reviewed in accordance with sections above.
5. The NCWIB may add New York State Training Providers and programs that are outside Clinton, Essex, Franklin and Hamilton Counties.

**Approved 11/2002**

**Revised 04/2011**