

Dislocated Worker and Federal Adult Programs (DWFAP)

ADVISORY: Technical Assistance Bulletin (TAB) 26-01

TO: All Dislocated Worker and Federal Adult Programs (DWFAP) Grantees

FROM: Minnesota Department of Employment and Economic Development (DEED) DWFAP Unit

PUBLICATION DATE: January 9, 2026

EXPIRATION DATE: None (Continuing)

NUMBER: 26-01

SUBJECT: Announcement and Layout of DWFAP Advisories

1. Purpose

This TAB announces DWFAP's two types of advisories that will be used for public-facing, policy-related communications.

2. Action Requested

Stakeholders are encouraged to review this TAB to become familiar with the new DWFAP advisory types and differences. Stakeholders are also encouraged to request TAR Letters as appropriate.

3. Relevant Laws, Policies and References

[Training and Employment Guidance Letter \(TEGL\) 06-01 \(November 14, 2001\)](#)

4. Updates to Advisories

None.

5. Summary and Background

DWFAP answers a variety of technical assistance (TA) requests every calendar year. These TA requests come in many different forms. TA requests are rarely consolidated in writing in a publicly accessible place for stakeholders to review. This leads to repetition and difficulty in disseminating guidance and announcements to statewide audiences, among other issues.

Starting January 5, 2026 DWFAP will begin using two types of advisories as an additional means of officially communicating and posting program policy guidance, announcements and more.

6. DWFAP Advisories

There are two types of advisories that DWFAP will use for public-facing, policy-related communications.

Technical Assistance Response (TAR) Letters:

TAR Letters are used to transmit DWFAP policy and operational guidance in response to questions from stakeholders. These documents are intended to provide clarity regarding existing requirements under Federal and/or State law, policy, and/or procedure. TAR Letters are labeled by Calendar Year (January 1 – December 31). TAR Letters can be requested at any time by submitting questions to your appropriate DEED staff (Grant specialist, etc.) or to Dwfaprograms.deed@state.mn.us.

Note that not all TA requests will result in a TAR Letter being published, for example unique TA requests that only relate to one stakeholder.

Technical Assistance Bulletin (TABs):

TABs are used to communicate DWFAP policy and operational guidance, announcements, publications, or information. These are published in addition to other DEED communications, including but not limited to: Partner Express emails, Gov Delivery emails, etc. TABs are labeled by Calendar Year (January 1 – December 31). Examples of topics that may be published in a TAB include but is not limited to:

- Announcement of annual allocations amounts,
- Announcement of important program updates, waivers, operational changes, and,

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- Publication of policy or operational guidance that was not requested by stakeholders (as appropriate).

Status:

Advisories have three status types:

- **Active** – means an advisory is currently in use.
- **Canceled** – means an advisory is no longer in use.
- **Rescinded** – means an advisory has been replaced by another advisory and is no longer in use.

Once published all advisories are considered Active until they expire or are canceled or rescinded by a later advisory.

Updates to Advisories

Each advisory will note if it updates any previous advisories that are already published. This includes if the advisory changes, replaces, or cancels previously published advisories.

Changes:

Changes to an advisory are published as a change to the original advisory (including to any attachments). The changes to it are found under the calendar year in which it was first published.

Attachments:

Advisories may include various attachments filled with supplemental information, templates, FAQs, etc. as appropriate.

Programs Served:

Advisories may be published for the following DWFAP programs:

- Workforce Innovation and Opportunity Act (WIOA) Adult Program,
- WIOA Dislocated Worker (DW) Program,
- State DW Program,
- Retaining Employment and Talent after Injury/Illness Network (RETAIN) Program,
- Senior Community Service Employment Program (SCSEP), and,
- Other special or pilot DWFAP-administered programs.

Other DEED programs, including the WIOA Youth Program, programs within the Adult Carer Pathways unit, and others within DEED's Employment and Training Programs (ETP) Division may be included in advisories as appropriate. However, stakeholders should still seek official guidance from those programs related to operational guidance, announcements, etc.

Relationship to DWFAP Policy

Advisories are not official DWFAP policy and do not supersede DWFAP, and other Federal and State policy. Advisories share policy and operational guidance or other information to stakeholders.

External Stakeholder Focus:

Advisories are primarily published for external stakeholders. However, advisories may also be published as internal guidance to, from or between DEED staff or with other Federal or State agencies as appropriate

Non-Exclusive:

Stakeholders are reminded that advisories are not the only way DWFAP will announce and/or publish official updates, guidance, etc. moving forward. DWFAP and DEED do and will continue to use various other electronic means to officially communicate with stakeholders (newsletters, the Minnesota State Register, etc.).

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Public Comments and Feedback:

Unlike official DWFAP policies, advisories are not posted for public comment prior to being published. However, DWFAP encourages stakeholders to review advisories and give feedback so existing advisories can be updated and new advisories can be published as appropriate.

Access and Publication:

Certain private information related to TA requests may be altered or redacted as appropriate from published (public) versions of advisories, especially TAR Letters.

All published advisories will first be shared with the stakeholder that requested the guidance (if applicable) and then shared via email to other appropriate stakeholders. Stakeholders and members of the public can regularly check the DWFAP website for the latest advisories:

<https://mn.gov/deed/programs-services/dislocated-worker/>

All Active versions of published advisories will be posted on the DWFAP website. Canceled and Rescinded advisories are available for reference upon request.

7. Inquiries

Questions related to this TAB should be directed to the DWFAP email: Dwfaprograms.deed@state.mn.us

8. Attachments

None.

9. Advisory History

Version Number	Description	Date
TAB 26-01	Original Publication	1/5/26