



TO: Chief Executive Officers
Chief Instructional Officers
Chief Student Services Officers
Chief Business Officers
Regional Consortium Chairs
CTE Deans

FROM: Sheneui Weber, Vice Chancellor
Workforce and Economic Development Division

CC: Sandra Sanchez, Assistant Vice Chancellor, WEDD
Ioanna Iatridis, Dean of SWP and K12 SWP, WEDD
CCCCO Staff

RE: Strong Workforce Program (SWP) – Revised Expenditure and Closeout Reporting Timeline for allocation Rounds 1-4 (FY 2016-17, 2017-18, 2018-19, 2019-20)

This memorandum is to revise the expenditure and closeout reporting timelines for the Strong Workforce Program allocations for Rounds 1 to 4 (FY 2016-17, 2017-18, 2018-19, 2019-20) which was first communicated in the guidance memo 21-004 issued on March 8, 2021.

In consideration of the ongoing Covid-19 Pandemic’s impact on the economy which resulted in delays to colleges in expending and closing out projects, the expenditure deadline for all Rounds 1 to 4 SWP funds will now be April 1, 2022. **Colleges are required to expend all four rounds of SWP funding concurrently and fully spend all allocated funds by April 1, 2022.** Final reports for Rounds 1 to 4 are due in NOVA on **May 16, 2022.**

The following table updates and replaces the Reporting Schedules that were previously posted on the Strong Workforce Program website:

SWP Allocation Year	Final Expenditures Due Date	Final Report
Rounds 1-3 Allocations FY 2016-17, FY 2017-18, FY 2018-19	April 1, 2022	May 16, 2022
Round 4 Allocation FY 2019-2020	Prior Due Date: December 30, 2021 New Date: April 1, 2022	Prior Due Date: February 15, 2022 New Date: May 16, 2022

Should you have any questions regarding the expenditure and reporting schedule, please contact your Strong Workforce Program Monitor or send an email to strongworkforcehelpdesk@cccco.edu.