
Glossary of Frequently Used Acronyms



[A](#) | [B](#) | [C](#) | [D](#) | [E](#) | [F](#) | [G](#) | [H](#) | [I](#) | [J](#) | [K](#) | [L](#) | [M](#) | [N](#) | [O](#) | [P](#) | [Q](#) | [R](#) | [S](#) | [T](#) | [U](#) | [V](#) | [W](#) | [X](#) | [Y](#) | [Z](#)

AAP **Affirmative Action Plan *or* Program**

An AAP establishes procedures that take race, ethnicity, or gender into consideration in an attempt to promote equal opportunity. In preparing an AAP, it should be customized to reflect an employer's organizational structure, policies, practices, programs, and data. In addition to the records an employer is required to compile and maintain to support the AAP, the employer should also keep materials evidencing its affirmative action efforts.

ABE **Adult Basic Education**

The mission of the Adult Basic Education Program is to provide instruction in the basic skills of reading, writing, and mathematics to adult learners in order to prepare them for transition into the labor market or higher academic or vocational training

ACF **Administration for Children and Families**

The Administration for Children and Families (ACF), within the Department of Health and Human Services (HHS), is responsible for federal programs that promote the economic and social well-being of families, children, individuals, and communities.

ADA **Americans with Disabilities Act**

Title I of the Americans with Disabilities Act of 1990 prohibits private employers, state and local governments, employment agencies, and labor unions from discriminating against qualified individuals with disabilities in job application procedures; hiring; firing; advancement; compensation; job training; and other terms, conditions, and privileges of employment.

[Back to Top](#)

AFDC **Aid to Families with Dependent Children** (replaced by TANF)

AFDC was a federal assistance program in effect from 1935 to 1997, which was administered by the United States Department of Health and Human Services. This program provided financial assistance to children whose families had low or no income.

AFL-CIO **American Federation of Labor and Congress of Industrial Organizations**

The AFL-CIO is a voluntary federation of 56 national and international labor unions. The AFL-CIO was created in 1955 by the merger of the American Federation of Labor and the Congress of Industrial Organizations.

AODA **Alcohol and Other Drug Abuse****ARRA** **American Recovery and Reinvestment Act**

The ARRA of 2009 is an economic package intended to provide a stimulus to the U.S. economy in the wake of the economic downturn. The Act includes federal tax relief; expansion of unemployment benefits; social welfare provisions; and domestic spending in education, health care, and infrastructure, including the energy sector.

ASSET **Automated System Support for Employment and Training**

ASSET is the State of Wisconsin's reporting system for the WIA programs, including the WIA Title I programs for adults, dislocated workers, and youth. It is a web-based system used to track Job Center customer services for federal reporting on the WIA programs and state/local program management. The system provides a statewide, comprehensive data collection on job seeker registration, case management, and eligibility screening for program and provider services.

[Back to Top](#)

AWRPC **Association of Wisconsin Regional Planning Commissions**

Professional association of the Regional Planning Commissions of Wisconsin.

BAS **Bureau of Apprenticeship Standards**

Apprenticeship is a structured system of training designed to prepare individuals for skilled occupations. It combines on-the-job training under the supervision of experienced journey workers with related classroom instruction. Apprentices who successfully complete the prescribed number of hours of training in an apprenticeship program become certified skilled workers.

BAT **US Bureau of Apprenticeship & Training**

The DWD has the primary responsibility for monitoring apprenticeship programs in Wisconsin. Through a cooperative agreement between the federal government and the state, the Bureau of Apprenticeship and Training of the U.S. Department of Labor has two field staff in Wisconsin who work with state staff to ensure the smooth functioning of the system. A fundamental part of the Wisconsin Apprenticeship System is the Agreement (contract) between the employer and the apprentice that must be approved by BAS.

BCN **Badger Net Converged Network**

The BCN is Wisconsin's state-wide network serving all 72 counties by providing wide area network, Internet transport and video applications to state government and educational entities in Wisconsin.

The BCN also provides network services to municipalities in various locations in the state.

[Back to Top](#)

BLS **Bureau of Labor Statistics** (Federal Dept. of Labor)

The Bureau of Labor Statistics is the principal fact-finding agency for the Federal Government in the broad field of labor economics and statistics. The BLS is an independent national statistical agency that collects, processes, analyzes, and disseminates essential statistical data to the American public, the U.S. Congress, other federal agencies, state/local governments, business, and labor. The BLS also serves as a statistical resource to the Department of Labor.

CAP **Community Action Program**

also

Client Assistance Program

also

Corrective Action Plan

Community Action Program: CAP is a private, non-profit human services and community development program with the mission of assisting low-income families to become self sufficient and less dependent upon public assistance.

Client Assistance Program: The purpose of this program is to advise and inform clients, client applicants, and other individuals with disabilities of all the available services and benefits under the Rehabilitation Act of 1973, as amended, and of the services and benefits available to them under Title I of the Americans with Disabilities Act (ADA).

Corrective Action Plan: A corrective action plan is a step-by-step plan of action and schedule for correcting a process and/or quality issue.

CBO **Community Based Organization**

[Back to Top](#)

CEAP **Community Economic Adjustment Program**

CEAP is designed to serve as a demonstration project for response to sudden economic dislocation caused by major changes in the basic structure of state and regional economies, in this case, economies impacted by automotive manufacturing plant closures.

CESA **Cooperative Educational Service Agency**

Cooperative Educational Service Agencies were created in 1965 by the Wisconsin State Legislature. The CESA agencies were charged with providing services to school districts through cooperative activity that would broaden access to services in an economical manner.

CEW **Center on Education & Work** (UW-Madison)

The Center on Education and Work (CEW) is a research, technical assistance, and resource provider within the School of Education at the University of Wisconsin-Madison. Established in 1964, the Center

has a rich tradition of assisting educators and career development practitioners with program evaluation, qualitative and quantitative research, professional development training, and career resources.

CFR **Code of Federal Regulations**

The Code of Federal Regulations (CFR) is the codification of the general and permanent rules published in the Federal Register by the executive departments and agencies of the Federal Government.

[Back to Top](#)

CLEO **Chief Local Elected Official**

COC **Clerk of Courts**

CORD **Collaborative Organizations Responding to Dislocation**

CORD consists of community organizations collaborating to address Rock County's evolving economic needs while assisting dislocated workers and their families.

COWS **Center on Wisconsin Strategy**

COWS is based at the University of Wisconsin-Madison and works collaboratively with business, government, labor, and communities. Some areas of COWS' program focus are: economic and workforce development; career pathways; clean energy and energy efficiency; labor markets and job improvement; and strategies for improving low-wage work.

CPR **Compliance Policy Review**

The use of audits or formal reviews to assess compliance with established policies, procedures, and regulations.

CSBG **Community Services Block Grant**

The Community Services Block Grant (CSBG) provides states, the District of Columbia, the Commonwealth of Puerto Rico, U.S. Territories, federal and state-recognized tribal organizations, Community Action Agencies, migrant and seasonal farmworkers or other organizations designated by the states, funds to alleviate the causes and conditions of poverty in communities.

[Back to Top](#)

CVSO **County Veterans Service Officer**

CWI **Council on Workforce Investment**

CWI advises the Governor on workforce investment strategies, policies, and programs to assist the Governor in advancing his Grow Wisconsin economic and workforce development plan and in enhancing the operation and performance of the state's workforce programs.

CY **Calendar Year**

CYG **Community Youth Grants**

DD **Developmental Disability**
also
Developmentally Disabled
also
District Director

DHS **Wisconsin Department of Health Services**

On July 1, 2008, the Department of Health and Family Services became the Department of Health Services. Their mission is protecting and promoting the health and safety of the people of Wisconsin.

[Back to Top](#)

DLW **Dislocated Worker Program** (U.S. DOL Employment and Training Administration)

A variety of employment services are available to workers who have been laid off due to plant closings or downsizing, as well as to displaced homemakers. Core services include job-search and job-placement assistance and useful labor market information.

DOA **Department of Administration**

DOA supports other state agencies and programs with services such as centralized purchasing and financial management. The department also helps the governor develop and implement the state budget. The DOA's ultimate goal is to offer Wisconsin residents the most efficient, highest-quality state government services possible.

DOC **Department of Corrections**

DOE **Department of Education**

DOH **Division of Health**

DOL **US Department of Labor**

[Back to Top](#)

DOT **Dictionary of Occupational Titles**
(replaced by the Occupational Information Network, ONET)
also
Department of Transportation

Dictionary of Occupational Titles: Alphabetical index of occupational titles provided by the United

States Department of Labor.

DPI **Department of Public Instruction**

DVER **Disabled Veterans Employment Representative**

DVETS **Director of Veterans Employment & Training Services**

DVOP **Disabled Veterans Outreach Program**

Disabled Veterans' Outreach Program (DVOP) specialists develop job and training opportunities for veterans, with special emphasis on veterans with service-connected disabilities. DVOP specialists provide direct services to veterans enabling them to be competitive in the labor market. They provide outreach and offer assistance to disabled and other veterans by promoting community and employer support for employment and training opportunities, including apprenticeship and on-the-job training.

DVR **Division of Vocational Rehabilitation**

DVR provides employment services and counseling to people with disabilities, arranges for services to enable an individual to go to work, and provides training and technical assistance to employers regarding disability employment issues.

[Back to Top](#)

DW **Dislocated Worker**

DWD **Department of Workforce Development**

The DWD is a state agency charged with building and strengthening Wisconsin's workforce in the 21st century and beyond. Primary responsibilities include providing job services, training and employment assistance to people looking for work, plus working with employers on finding the necessary workers to fill current job openings.

DWS **Division of Workforce Solutions**

The DWS (within WDWD) is organized into two divisions – The Division of Employment and Training and The Division of Family Supports.

EAP **Employee Assistance Program**

Employee Assistance Programs (EAPs) are employee benefit programs offered by many employers, typically in conjunction with a health insurance plan. EAPs are intended to help employees deal with personal problems that might adversely impact their work performance, health, and well-being. EAPs generally include assessment, short-term counseling, and referral services for employees and their household members.

E&T **Employment and Training**

[Back to Top](#)

EDA Economic Development Administration

EDA was established under the Public Works and Economic Development Act of 1965 to generate jobs, help retain existing jobs, and stimulate industrial/commercial growth in economically distressed areas of the U.S. EDA assistance is available to rural and urban areas of the nation experiencing high unemployment, low income, or other severe economic distress.

EDP Employment Development Plan

EEO Equal Employment Opportunity

Equal employment opportunity (EEO) laws prohibit specific types of job discrimination in workplaces.

EEOC US Equal Employment Opportunity Commission

The U.S. Equal Employment Opportunity Commission (EEOC) enforces job discrimination laws and provides oversight and coordination of all federal equal employment opportunity regulations, practices, and policies.

ER Equal Rights

ERD Equal Rights Division

The Equal Rights Division enforces Civil Rights/Discrimination and Labor Standards/Wage and Hour Laws.

[Back to Top](#)

ERISA Employment Retirement Income Security Act

The Employee Retirement Income Security Act of 1974 (ERISA) is a federal law that sets minimum standards for most voluntarily established pension and health plans in private industry to provide protection for individuals in these plans.

ETA US Employment and Training Administration (Department of Labor)

ETA administers federal government job training and worker dislocation programs, federal grants to states for public employment service programs, and unemployment insurance benefits. These services are primarily provided through state and local workforce development systems.

ETP Entrepreneurial Training Program

The Entrepreneurial Training Program (ETP) is a course offered through the Small Business Development Center (SBDC) providing prospective and existing business owners with expert guidance through business plan development.

FBO Faith Based Organization

Faith-based organizations include non-profit groups that provide social services, vary greatly in size and resources, and identify themselves with various community initiatives and/or religious traditions or philosophies. Well-established FBCOs can offer companies a wealth of assets, including a pipeline of potential workers, pre-employment training, and post-placement support.

FEL **Fair Employment Law**

The Wisconsin Statutes provides that it is unlawful for employers, employment agencies, labor unions and licensing agencies to discriminate against employees and job applicants because of any of the following: Age, Ancestry, Arrest Record, Color, Conviction Record, Creed, Disability, Genetic Testing, Honesty Testing, Marital Status, Military Service, National Origin, Pregnancy or Childbirth, Race, Sex, Sexual Orientation, etc. Employees may not be harassed in the workplace based on their protected status nor retaliated against for filing a complaint, for assisting with a complaint, or for opposing discrimination in the workplace.

[Back to Top](#)

FLSA **Fair Labor Standards Act**

The FLSA establishes minimum wage, overtime pay, recordkeeping, and youth employment standards affecting employees in the private sector and in federal, state, and local governments.

FMLA **Family and Medical Leave Act**

The Family and Medical Leave Act (FMLA) provides certain employees with up to 12 weeks of unpaid, job-protected leave per year. It also requires that their group health benefits be maintained during the leave. FMLA is designed to help employees balance their work and family responsibilities by allowing them to take reasonable unpaid leave for certain family and medical reasons.

FSET **Food Stamp Employment & Training**

The Food Stamp Employment and Training program is part of the Nutrition Title of the Farm Bill. It was created to help Food Stamp recipients gain skills, training or experience, and increase their ability to obtain regular employment.

FTE **Full Time Equivalent**

Full-time equivalent (FTE) is a way to measure a worker's involvement in a project or a student's enrollment at an educational institution.

GAO **US Government Accounting Office**

The U.S. Government Accountability Office (GAO) is an independent, nonpartisan agency that works for Congress. Often called the "congressional watchdog," GAO investigates how the federal government spends taxpayer dollars.

[Back to Top](#)

GATB **General Aptitude Test Battery**

The GATB is a professional career aptitude test and is used for vocational counseling, rehabilitation, and

occupational selection.

GCDC **Green County Development Corporation**

GCDC is a community resource providing leadership in securing the economic health and success of Green County communities and businesses.

GCEDE **Grant County Economic Development Corporation**

GCEDE provides economic development and business resources support to Grant County.

GED **General Educational Development Test**

also

General Equivalency Degree

General Educational Development Test: A group of five rigorous subject tests which (when passed) certifies that the taker has American or Canadian high school-level academic skills.

General Equivalency Degree: A general equivalency degree, which is also known as the GED, is an alternative to a high school diploma. This degree shows that individuals have an understanding of academic subjects including language arts, mathematics, science, and social science.

GPR **General Purpose Revenues**

[Back to Top](#)

HUD **US Department of Housing & Urban Development**

HUD's mission is to increase homeownership, support community development, and increase access to affordable housing free from discrimination. To fulfill this mission, HUD will embrace high standards of ethics, management and accountability, and forge new partnerships--particularly with faith-based and community organizations--that leverage resources and improve HUD's ability to be effective on the community level.

IEP **Individualized Educational Program**

An IEP is a written statement for a student with a disability. The IEP is the tool that ensures a student with a disability has access to the general education curriculum and is provided the appropriate learning opportunities, accommodations, adaptations, specialized services and supports needed for the student to progress towards achieving the learning standards and to meet his or her unique needs related to the disability.

INS **Immigration and Naturalization Service**

(replaced by US Citizenship and Immigration Services, USCIS)

The INS was a part of the United States Department of Justice and handled legal and illegal immigration and naturalization. It ceased to exist in 2003. See USCIS.

ISP **Internet Service Provider**

JCW Job Center of Wisconsin

See jobcenterofwisconsin.com

JO Job Order**JOBS Job Opportunities and Basic Skills Program**

JOBS was a program of services designed to enhance welfare-receiving parents' job skills and opportunities. One variation of JOBS promoted the rapid acquisition of employment; the second emphasized education and job training. JOBS was replaced by the Personal Responsibility and Work Opportunity Reconciliation Act (PRWORA).

[Back to Top](#)

JTPA Job Training Partnership Act

The Job Training Partnership Act of 1983 was designed to improve the employment status of disadvantaged young adults, dislocated workers, and individuals facing barriers to employment. Program components include on-the-job training, job search assistance, basic education, work experience, and improving participants' occupational skills.

LAN Local Area Network**LAUS Local Area Unemployment Statistics****LEO Local Elected Official****LEP Limited English Proficiency****LMI Labor Market Information**

LMI includes unemployment rates, industry projections, size of the labor force, occupational trends and wages, economic indicators, and affirmative action statistics.

LVER Local Veterans Employment Representative

[Back to Top](#)

MIS Management Information System

A management information system (MIS) is a system or process that provides the information necessary to manage an organization effectively. MIS and the information it generates are generally considered essential components of prudent and reasonable business decisions.

MOE Maintenance of Effort

Maintenance of Effort (MOE) is a federal requirement that requires grant recipients and /or sub-recipients to maintain a certain level of state/local fiscal effort to be eligible for full participation in federal grant funding.

MOU **Memorandum of Understanding**

A memorandum of understanding is a document describing a bilateral or multilateral agreement between parties. It expresses a convergence of will between the parties, indicating an intended common line of action. It most often is used in cases where parties either do not imply a legal commitment or in situations where the parties cannot create a legally enforceable agreement.

MSA **Metropolitan Statistical Area** (formerly Standard Metro Statistical Area)

Metropolitan statistical areas are geographic entities defined by the U.S. Office of Management and Budget (OMB) for use by Federal statistical agencies in collecting, tabulating, and publishing Federal statistics.

MSFW **Migrant and Seasonal Farm Worker**

Eligible farmworkers are those individuals who primarily depend on employment in agricultural labor that is characterized by chronic unemployment and underemployment.

MSSC **Manufacturing Skill Standards Certification**

The Manufacturing Skill Standards Certification (MSSC) is an industry-led training, assessment, and certification system focused on the core skills and knowledge needed by the nation's production workers. The system uniquely applies to all manufacturing sectors and production occupations. It offers both entry-level and incumbent workers the opportunity to demonstrate that they have mastered the skills increasingly needed in high-growth, technology-intensive jobs.

[Back to Top](#)

NAACP **National Association for the Advancement of Colored People**

The mission of the NAACP is to ensure the political, educational, social, and economic equality of rights of all persons and to eliminate racial hatred and racial discrimination.

NAB **National Alliance of Business**

The National Alliance of Business (NAB) focuses on increasing student achievement and improving the competitiveness of the workforce. NAB and the American Productivity & Quality Center have formed the Baldrige in Education Initiative, a partnership of 26 leading business and educational organizations dedicated to reforming the education system based on quality principles.

NACo **National Association of Counties**

The National Association of Counties (NACo) is the only national organization that represents county governments in the United States. NACo advances issues with a unified voice before the federal government, improves the public's understanding of county government, assists counties in finding and sharing innovative solutions through education and research, and provides value-added services to save

counties and taxpayers money.

NAICS **North American Industry Classification System**
(replaced SIC – Standard Industrial Classification)

The North American Industry Classification System (NAICS) is the standard used by Federal statistical agencies in classifying business establishments for the purpose of collecting, analyzing, and publishing statistical data related to the U.S. business economy.

NAWB **National Association of Workforce Boards**

The National Association of Workforce Boards represents business-led Workforce Investment Boards that plan and oversee state and local workforce development and job training programs.

[Back to Top](#)

NAWDP **National Association of Workforce Development Professionals**

NAWDP is a professional association for individuals working in employment and training and related workforce development programs. It is dedicated to enhancing the professionalism of the field and developing the professional skills of practitioners.

NFWS **National Fund for Workforce Solutions**

The National Fund for Workforce Solutions seeks to improve employment, training, and labor market outcomes for low-income individuals. The Fund's support will improve both the quality of jobs and the capacity of workers by promoting change at three levels: individual, institution, and system.

NGA **National Governors Association**

The NGA is the bipartisan organization of the nation's governors and promotes visionary state leadership, shares best practices, and speaks with a unified voice on national policy. Founded in 1908, the National Governors Association is the collective voice of the nation's governors in Washington, D.C.

NLRA **National Labor Relations Act**

Congress enacted the NLRA in 1935 to protect the rights of employees and employers, to encourage collective bargaining, and to curtail certain private sector labor and management practices, which can harm the general welfare of workers, businesses, and the U.S. economy.

NTO **Non-Traditional Occupations**

A non-traditional occupation is defined as any occupation in which women or men comprise less than 25% of the workforce.

[Back to Top](#)

NWA **National Workforce Association**

The National Workforce Association is a membership organization dedicated to strengthening the nation's workforce development system. NWA's goals are to provide expertise and input to federal,

state, and local elected officials and to promote innovation and performance in locally based workforce programs through conferences, training sessions, publications, and peer-to-peer exchanges.

OJE **On-the-Job Evaluation**

OJT **On Job Training**

OJT is a structured, supervised on-the-job training program to improve the employment prospects of adults, youth, and dislocated workers.

OMB **Federal Office of Management and Budget**

OMB's predominant mission is to assist the President in overseeing the preparation of the federal budget and to supervise its administration in Executive Branch agencies. In helping to formulate the President's spending plans, OMB evaluates the effectiveness of agency programs, policies, and procedures; assesses competing funding demands among agencies; and sets funding priorities.

ONET **Occupational Information Network** (replaces the Dictionary of Occupational Titles)

The Occupational Information Network is used by public employment service offices to classify and place jobseekers. ONET was developed by job analysts. The information on job duties, knowledge and skills, education and training, and other occupational characteristics comes directly from workers and employers.

OSHA **Occupational Safety and Health Administration**

Under the Occupational Safety and Health Act of 1970, OSHA's role is to assure safe and healthful working conditions for employees by authorizing enforcement of the standards developed under the Act. Measures include research, information, education, and training in the field of occupational safety and health.

[Back to Top](#)

PDF **Portable Document File**

Portable Document Format (PDF) is a file format created by Adobe Systems for document exchange. PDF is used for representing documents in a manner independent of the application software, hardware, and operating system.

PIN **Personal Identification Number**

A PIN is a secret numeric password shared between a user and a system that can be used to authenticate the user to the system.

PIP **Performance Improvement Plan**

The Performance Improvement Plan (PIP) is designed to facilitate constructive discussion between a staff member and his or her supervisor and to clarify the work performance to be improved.

QA **Quality Assurance**

Quality assurance is the process of verifying or determining whether products or services meet or exceed customer expectations. QA is a process-driven approach with specific steps to help define and attain goals. This process considers design, development, production, and service.

QAFI **Quality Appraisal of Fraud Investigations**

QC **Quality Control**

Quality control (QC) is a procedure or set of procedures intended to ensure that a manufactured product or performed service adheres to a defined set of quality criteria or meets the requirements of the client or customer.

[Back to Top](#)

REDE **Regional Economic Development Enterprise** (now THRIVE)

See THRIVE

RES **Re-employment Services**

RFI **Request for Information**

RFP **Request for Proposals**

RFS **Right of First Selection**

The term used to describe the first phase of the process to select W-2 agencies for the next W-2 and Related Programs Contract Period.

RISE **Regional Industrial Skills Education**

RISE is the joint effort by DWD & WTCS that is focused on developing and replicating career pathways to make them a more central component of the state's education and job training systems.

RR **Rapid Response**

[Back to Top](#)

SAC **State Apprenticeship Council**

SACs register and monitor apprenticeship programs in states to ensure their quality and safety.

SBA **Small Business Association**

The SBA is an independent agency of the federal government to aid, counsel, assist, and protect the interests of small business concerns; to preserve free competitive enterprise; and to maintain and strengthen the overall economy of our nation.

[Back to Top](#)

SBDC Small Business Development Center

The Wisconsin SBDC promotes business creation and growth through entrepreneurial education and support; its system consists of 12 service centers and four specialty centers, all located on four-year University of Wisconsin campuses. The host institution for the Wisconsin SBDC is the University of Wisconsin-Extension.

SCSEP Senior Community Services Employment Program

SCSEP enhances employment opportunities for older Americans and promotes them as a solution for businesses seeking trained, qualified, and reliable employees.

SDA Service Delivery Area

SIC Standard Industrial Classification
(replaced by NAICS , North American Industry Classification System)

See NAICS.

SMSA Standard Metropolitan Statistical Area

See Metropolitan Statistical Area.

[Back to Top](#)

SOC Standard Occupational Classification

The Standard Occupational Classification (SOC) system is used by Federal statistical agencies to classify workers into occupational categories for the purpose of collecting, calculating, or disseminating data.

SSI Supplemental Security Income

Supplemental Security Income (SSI) is a Federal income supplement program funded by general tax revenues (not Social Security taxes). It is designed to help aged, blind, and disabled people who have little or no income and it provides cash to meet basic needs for food, clothing, and shelter.

STW School to Work

School-to-Work is a locally developed, locally controlled initiative that builds and strengthens collaborations among educators, colleges, businesses, and community to help all students attain the knowledge and experience necessary for making informed career decisions. Wisconsin's School-to-Work (STW) system helps students make the connection between the classroom and the world of work. By combining rigorous school and work-based learning opportunities with enhanced career exploration and guidance.

SW CAP Southwest Wisconsin Community Action Program

SW CAP is a private non-profit organization providing educational programs and financial assistance to

low-income families in Grant, Green, Iowa, Lafayette, and Richland counties.

SWWDB **Southwest Wisconsin Workforce Development Board**

SWWDB is a private, non-profit corporation dedicated to promoting innovation and providing quality local workforce development programs and services to businesses and residents in Southwest Wisconsin.

[Back to Top](#)

SWWRPC **Southwest Wisconsin Regional Planning Commission**

SWWRPC provides intergovernmental planning and coordination of community development planning, economic development, and transportation. In response to local and regional goals, the Commission and its staff work to enhance fiscal and physical resources and to balance local and regional development, preservation, conservation, and social priorities.

SYEP **Summer Youth Employment Program**

The Summer Youth Employment program can provide paid work experience. WIBs (Workforce Investment Boards) may also choose to provide tutoring, mentoring, occupational skills training, academic services, supportive services (child care, transportation voucher), leadership training, and guidance and counseling in addition to the summer employment activities.

TA/TAT **Technical Assistance/Technical Assistance and Training**

TAA **Trade Adjustment Act/Assistance**

The Trade Adjustment Assistance (TAA) is a federally funded employment program that assists workers whose jobs have been impacted by foreign imports. Certified workers may be eligible to receive one or more of the following services: reemployment services, job search allowances, relocation allowances, health coverage tax credit (HCTC), and training.

TANF **Temporary Assistance for Needy Families** (replaced AFDC)

The Temporary Assistance for Needy Families (TANF) program became the TANF Bureau within the Office of Family Assistance in May 2006. The Bureau provides assistance and work opportunities to needy families by granting states, territories, and tribes the federal funds and wide flexibility to develop and implement their own welfare programs. The assistance is time-limited and promotes work, responsibility, and self-sufficiency.

[Back to Top](#)

TEGL **Training & Employment Guidance Letters**

TEGL is a document that transmits guidance for the development and management of the program year from the Employment and Training Administration.

THRIVE **THRIVE**

THRIVE is the economic development enterprise for the eight-county Madison Region and is a not-for-

profit organization created to grow the region's economy in ways that preserve and enhance the quality of life.

TQM **Total Quality Management**

TQM is a set of management practices throughout the organization, geared to ensure the organization consistently meets or exceeds customer requirements. TQM places strong focus on process measurement and controls as means of continuous improvement.

TRA **Trade Readjustment Allowance or Act** *also* **Test Release Agreement**

The Trade Readjustment Allowance (TRA) is a special program created by the federal government to retrain workers who were either laid off due to increased imports or whose employment was moved to Canada or Mexico. TRA benefits may be payable to eligible workers following exhaustion of their unemployment insurance benefits, if they are participating in or have completed an approved training program. Workers may also be eligible for training, a job search allowance, a relocation allowance, and other reemployment services.

TTW **Ticket to Work**

The Ticket to Work Program provides most people receiving Social Security benefits more choices for receiving employment services. Under this program, the Social Security Administration (SSA) issues tickets to eligible beneficiaries who, in turn, may choose to assign those tickets to an Employment Network (EN) of their choice to obtain employment services, vocational rehabilitation services, etc.

[Back to Top](#)

UAW **United Auto Workers**

The UAW is one of the largest and most diverse unions in North America, with members in virtually every sector of the economy. UAW-represented workplaces may include multinational corporations, small manufacturers, state and local governments, colleges and universities, hospitals, and private non-profit organizations.

UC **Unemployment Compensation** (now Unemployment Insurance)

See Unemployment Insurance

UI **Unemployment Insurance** (formerly Unemployment Compensation)

Unemployment Insurance is funded by employer contributions to provide temporary economic assistance to Wisconsin's eligible workers. The program helps cushion the impact of economic downturns and brings economic stability to communities, states, and the nation by providing temporary income support for laid off workers.

UMOS **United Migrant Opportunity Services**

UMOS is a private, non-profit corporation established in 1965 to advocate for and provide services to Hispanic migrant and seasonal farmworkers in Wisconsin. Today, UMOS offers diverse programs and

services to diverse populations. The mission of UMOS is to provide programs and services which improve the employment, education, health, and housing opportunities of under-served populations.

USCIS **US Citizenship and Immigration Services**
(replaced INS – Immigration and Naturalization Service)

The US Citizenship and Immigration Services (USCIS) is the government agency that oversees lawful immigration to the United States of America. Responsibility includes the establishment of immigration services, policies and priorities to preserve America's legacy as a nation of immigrants while ensuring that no one is admitted who is a threat to public safety.

USDA **US Department of Agriculture**

USDOL **US Department of Labor**

[Back to Top](#)

UWEX **University of Wisconsin - Extension**

UW-Extension lifelong learning programs serve children, retirees, and working adults who need updated education to pursue new career paths. Flexible delivery methods, including the use of distance-learning technologies, let people enjoy the benefits of "anytime, anyplace" education.

VA **US Veterans Administration**

The US Department of Veterans Affairs provides patient care and federal benefits to veterans and their dependents.

VETS **US DOL Veterans Employment & Training Service**

The mission statement for VETS is to provide veterans and transitioning service members with the resources and services to succeed in the workforce by maximizing their employment opportunities, protecting their employment rights, and meeting labor-market demands with qualified veterans today.

VISTA **Volunteer in Service to America**

VISTA is the national service program designed specifically to fight poverty. VISTA members commit to serve full-time for a year at a nonprofit organization or local government agency, working to fight illiteracy, improve health services, create businesses, strengthen community groups, and more.

VJC **Virtual Job Center**

VJC is an online delivery used as an alternative to the current facility-based Job Centers, providing information and services to individuals and businesses.

VJT **Veterans Job Training Act**

This provides training costs for employers of long-term unemployed veterans.

[Back to Top](#)

VR Vocational Rehabilitation

The goals of Wisconsin VR are to provide employment services and counseling to people with disabilities, provide or arrange for services to enable an individual to go to work, and provide training and technical assistance to employers regarding disability employment issues.

W-2 Wisconsin Works

Wisconsin Works (W-2) replaced Aid to Families with Dependent Children (AFDC) in September, 1997. W-2 is based on work participation and personal responsibility. The program is available to low-income parents with minor children. Each W-2 eligible participant meets with a Financial and Employment Planner (FEP), who helps the individual develop a self-sufficiency plan and determine his or her place on the W-2 employment ladder.

WAA Workforce Attachment and Advancement

The Workforce Attachment and Advancement (WAA) program provides funding to W-2 agencies and Workforce Development Boards (WDBs) to develop innovative employment retention and advancement strategies for the TANF eligible population. Through WAA, W-2 agencies and WDBs work collaboratively with employers, training providers, educational institutions, organized labor, and other partners in the employment and training services delivery system. The primary objective of the program is to promote upward mobility through training that prepares persons for higher-paying employment.

WAAC Wisconsin Apprenticeship Advisory Council

The Wisconsin Apprenticeship Advisory Council is made up of twenty (20) members representative of apprentice training industries. The Council's mission is to provide advice to the Department on matters involving the Wisconsin Apprenticeship System, including the enactment of Laws, Rules, and Standards.

WAJTE Wisconsin Association of Job Training Executives

Professional association of Wisconsin's Local Workforce Development Boards.

WAN Wide Area Network

[Back to Top](#)

WARN Worker Adjustment Retraining & Notification Act

WARN offers protection to workers, their families, and communities by requiring employers to provide notice 60 days in advance of covered plant closings and mass layoffs. This notice must be provided to either affected workers or their representatives (e.g., labor union); to the state dislocated worker unit; and to the appropriate unit of local government.

WAT Work Adjustment Training

The Community-Based Services Work Adjustment Program provides vocational assessment, work adjustment training, social adjustment training, extended sheltered employment, transitional/supported employment, and competitive job training and placement through on-the-job training at natural community work sites. The program serves mentally retarded, emotionally disturbed, deaf-blind, and

learning-disabled individuals, aged 14 or older. The program's goal is to facilitate the establishment of independent vocational skills through individual/group training and work-related counseling.

WC **Workers Compensation**

Workers' Compensation laws are designed to ensure that employees who are injured or disabled on the job are provided with fixed monetary awards, eliminating the need for litigation. These laws also provide benefits for dependents of those workers who are killed because of work-related accidents or illnesses.

WCA **Wisconsin Counties Association** *also* **Wisconsin Coalition for Advocacy** (currently known as Disability Rights Wisconsin)

Wisconsin Counties Association: WCA is an association of county governments assembled for the purpose of serving and representing counties.

Wisconsin Coalition for Advocacy: The Wisconsin Coalition for Advocacy (WCA) is a private, nonprofit agency chosen by Wisconsin's Governor to provide protection and advocacy for people with disabilities throughout the state. WCA is completely independent of state government and direct service providers.

WCIS **Wisconsin Career Information System**

The Wisconsin Career Information System (WCIS) is a joint effort by several state agencies, institutions, and interested individuals to develop and disseminate accurate, current, and locally relevant occupational information to assist persons making vocational choices.

[Back to Top](#)

WDA **Workforce Development Area**

The State of Wisconsin is divided into 11 workforce development areas, each committed to building a dynamic workforce development system that cultivates economic growth and ensures continued employment for Wisconsin residents. The Boards are responsible for administering the federal Workforce Investment Act (WIA) funding for that region. These funds help youth, adult, and dislocated workers obtain gainful employment in a demand-driven industry.

WDB **Workforce Development Board**

In 1998, the federal government passed the Workforce Investment Act, requiring many distinct and separate programs and agencies to work together for greater effectiveness and efficiency. A major change brought about by this legislation was the creation of local workforce development boards, including the SWWDB. The Board is responsible for guiding and overseeing a local system of service provision that is responsive to local needs and economic conditions.

WDC **Workforce Development Center**

WDCs are public/private ventures providing free or low-cost services for employers and/or job seekers.

WEAB **Wisconsin Educational Approval Board**

WEAB approves and evaluates private trade, technical, career, distance learning, and degree-granting schools. Accountability is measured via annual reviews, on-site evaluations, student satisfaction, and outcome assessment.

WEDA Wisconsin Economic Development Association

WEDA is a statewide non-profit organization dedicated to expanding the economy of the State of Wisconsin.

WETA Wisconsin Employment & Training Association

WETA is committed to the daily practitioners of employment and training services throughout the state of Wisconsin, providing practical applications of ideas, strategies, and solutions to the most pressing issues facing workforce development.

[Back to Top](#)

WETAP Wisconsin Employment Transportation Assistance Program

WETAP connects low-income workers with jobs through enhanced local transportation services. The program is jointly sponsored by DWD and WisDOT.

WIA Workforce Investment Act

The Workforce Investment Act provides increased flexibility for state and local officials to establish broad-based labor market systems using federal job training funds for adults, dislocated workers, and youth. WIA's goal is to provide workforce development services to employers and workers through a universally accessible, information-driven, one-stop career center system.

WIRED Workforce Innovation in Regional Economic Development

The South Central – Southwest GROW region is composed of twelve counties. The Workforce Development Board of South Central Wisconsin and Southwest Wisconsin Workforce Development Board, along with leaders from a wide variety of educational, business, and economic development partners from throughout the region, have joined together to more carefully examine ways to grow the regional economy while preserving and enhancing the quality of life for the residents.

WISE Wisconsin Senior Employment Program

The Wisconsin Senior Employment Program is an employment training program for low-income, unemployed individuals aged 55 years and older. The program provides subsidized, part-time work experience for a limited time through community service to obtain the skills necessary for permanent employment.

WMEP Wisconsin Manufacturing Extension Partnership

The Wisconsin Manufacturing Extension Partnership enhances the success of Wisconsin's small to mid-size manufacturers by providing real-world knowledge in continuous improvement, business strategies, and best practices.

[Back to Top](#)

WOTC Work Opportunity Tax Credit

The WOTC is designed to help move people from welfare into gainful employment and obtain on-the-job experience by providing a tax credit incentive for employers who hire individuals who qualify as members of target groups.

WTCS Wisconsin Technical College System

The WTCS governs and facilitates the activities and offerings of the 16 technical college districts throughout the state.

WWDA Wisconsin Workforce Development Association

The WWDA is the organization that promotes, enhances, and serves the interests of local workforce investment agencies and system partners in Wisconsin. WWDA represents the 11 Workforce Development Areas who administer the federal Workforce Investment Act (WIA) programs as well as other federal, state, and local workforce development initiatives across Wisconsin.

[Back to Top](#)