

**New Jersey Department of Labor and Workforce  
Development**

**Workforce Readiness & Literacy**

***WIA Title II  
2006-07 Continuation Grant  
Administrative Costs***



**New Jersey Department of Labor and Workforce Development  
WIA Title II Local Administrative Cost Limits  
(State Policy on Section 233 of the Workforce Investment Act of 1998)**

Pursuant to Section 233(b) of the Workforce Investment Act, the New Jersey Department of Labor and Workforce Development (LWD) is providing potential award amounts in the Notice of Grant Opportunity of up to 5% for administrative costs to cover planning, administration, personnel development, and interagency coordination and in cases where the cost limits are too restrictive to allow adequate planning, administration, personnel development, and interagency coordination, LWD will negotiate with eligible applicants responding to the Notice of Grant Opportunity to determine an adequate level of funds to be used for non-instructional purposes subject to the following:

Lead agencies may exceed the administrative cost cap of 5%, by requesting in response to the Notice of Grant Opportunity additional administrative funding of up to 1% of the ABS/ESL and Integrated English Literacy and Civics Education potential award amount to cover personnel development, up to 2% of the potential ABS/ESL award amount for lead agency coordination, and up to 1% of the potential Integrated English Literacy and Civics Education award amount for lead agency coordination.

Applications to the Notice of Grant Opportunity must support the demand for all proposed administrative costs, not just those in excess of the 5% administrative cap. Administrative costs not covered under this policy may be funded at the discretion of LWD.