



STEVENS AMENDMENT POLICY

Policy Number: 1230

Effective Date: September 22, 2025

A. PURPOSE

Workforce Snohomish (WFS) has established this policy to ensure compliance with the Stevens Amendment. WFS integrates State ESD Policy 1027 guidance, in revision 2 of this local policy, to update and ensure funding information language for WFS federally funded projects or programs.

B. BACKGROUND

The Stevens Amendment is a Congressional provision in annual DOL appropriations that requires grantees to disclose all projects or programs funded with federal money in order to ensure transparency and accountability in federal spending. The Stevens Amendment requires grantees of the Departments of Labor (DOL), Health and Human Services (HHS), and Education (Education) to disclose for a grant program the percent of the costs financed with federal funds, the federal dollar amount, and the percentage and dollar amount financed by nongovernmental funds.

The policy requirements below are separate from those in 2 CFR 200 and, when appropriate, both must be complied with.

When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, all grantees receiving Federal funds, including but not limited to State and local governments, must clearly state (1) the percentage of the total costs of the program or project which will be financed with Federal money, (2) the dollar amount of Federal funds for the project or program, and (3) percentage and dollar amount of the total costs of the project or program that will be financed by nongovernmental sources.

C. POLICY

In compliance with the Stevens Amendment, all Workforce Snohomish and Snohomish County-based WorkSource branded materials produced through relevant Workforce Snohomish Federal funds including issued statements, press releases, requests for proposals, bid solicitations, and other documents describing projects or programs funded in whole or in part with Federal money must include language that is in compliance with the requirement to provide information in public communications as specified by the

Stevens Amendment including:

1. The percentage and dollar amount of Federal funds used to support the project, activity, or program;
2. Federal funding entity (name of the fund allocation, grant, or program);
3. The funding period; and
4. The percentage and dollar amount of non-federal sources that will be used to support the project, activity, or program.

The Stevens Amendment statement is not mandatory on every page of a document or communication nor is it required on each separate page or web page.

When it is not practical to include all elements above within a public-facing document, a shortened statement with a hyperlink to the funding information is sufficient.