REFERENCE(S):

- Workforce Innovation and Opportunity Act, PL 113-128 – July 22, 2014
- Wagner-Peyser Act of 1933 as amended by Title III of WIOA
- TEGL 19-14: Vision for the Initial Implementation of WIOA
- PGL ADM-2010-01: Language Assistance Services
- PGL FIN-2016-01: Notice of Fund Availability (NFA) and Expenditure Authorization (EA) Procedures (or most current PGL)

II. PURPOSE:

The purpose of this PGL is to provide information and guidelines for Local Workforce Development Boards (LWDBs), Planning Regions and Local Areas to modify their Workforce Innovation and Opportunity Act (WIOA) four-year plans for Program Years 16 through 19, which are due Friday, May 18, 2018. The plan will incorporate modifications to regional and local area plan narratives, and a PY18 compliance plan, as well as the Colorado Workforce Development Council’s continuous improvement plan, in a single submission. In addition, updated two-year Language Assistance Plans must be submitted at the same time.

III. BACKGROUND:

The Workforce Innovation and Opportunity Act (WIOA) of 2014, requires a modification of the four-year local and regional plans beginning July 1, 2018. The Colorado Department of Labor and Employment (CDLE), in partnership with the Colorado Workforce Development Council (CWDC), is providing guidelines for the modification of regional and local plans. In addition, this year, local areas must submit a PY18 compliance plan and an updated two-year Language Assistance Plans (LAPs).

IV. CRITERIA FOR MODIFICATION:

Local areas and planning regions must modify any portion of their plan narrative that is subject to substantive changes since the original submission in 2016, using the template provided in Attachment 2 to this PGL. Substantive changes include but are not limited to:

- Labor market information about the area or planning region, including significant demographic shifts or changes to key industries;
• Adjustments in strategies and goals;
• Maintaining alignment with changes to the WIOA State Plan being modified for PY18, released on February 14, 2018 at this web site: https://www.colorado.gov/pacific/cwdc/colorado-state-plan
• Changes in key personnel and local area governance structures

A 30-day public comment period is required to be conducted by each local area and planning region prior to the submission of the modified plan.

V. POLICY/ACTION:

Each planning region is required to submit a package of plans that include the modified four-year Regional Plan and Local Area Plans covering PY18-PY19. This package is to include the following components:
1. Regional/Local Area Signature Sheet (use Attachment 1)
2. Regional and Local Plan Template (use Attachment 2)
3. PY18 Local Area Compliance Plan Signature Sheet (use Attachment 3)
4. PY18 Local Area Compliance Plan Questions (see Attachment 4)
5. PY18 Budget and Service Chart (use Attachment 5)
6. OMB Risk Assessment Questionnaire (use Attachment 6)
7. Updated PY18-19 two-year Language Assistance Plan (see PGL ADM-2010-01 for instructions)

WORK PLAN for PY18/FY19 funding: We anticipate the use of the WORK PLAN to replace the Expenditure Authorization (EA) document for all local areas beginning no later than PY18. You will be submitting the WORK PLAN separately within 30 days of receiving notice of PY18/FY19 allocation amounts.

• The local negotiated Common Measures goals for PY16-17 are to be entered in the participant charts as place keepers until PY18 performance levels have been negotiated.

An electronic version of the complete PY18-19 modified regional/local plan package and PY18 Local Compliance Plan are due to the Regional Liaisons via e-mail by no later than Friday, May 18, 2018. After CDLE completes its review, and any requested revisions are made, signatures should be obtained, and the full plan with original signatures on the Regional/Local Plan Signature Sheet and PY18 Compliance Plan Signature Sheet will need to be submitted. CDLE and CWDC review and approval of regional/local plans and local compliance plans will be completed by no later than June 30, 2018.

V. IMPLEMENTATION DATE:
Upon receipt of this Policy Guidance Letter.

VI. INQUIRIES:
Please direct all inquiries to your Regional Liaison at Workforce Development Programs.

Elise Lowe-Vaughn, Director
Workforce Programs, Policy, and Strategic Initiatives
ATTACHMENTS:
1. Regional/Local Plan Signature Sheet
2. Regional/Local Plan Modification Template
3. PY18 Local Area Compliance Plan Signature Sheet
4. PY18 Local Area Compliance Plan Questions
5. PY18 Budget and Service Chart
6. OMB Uniform Guidance Risk Assessment Form