

October 11, 2023



Updates to the Unified State Plan, Regional/Local Planning Guide and Governor's Guidelines for Program Year 2024

OVERVIEW



Federally Mandated Plans

Combined Timeline

WIOA Unified State 2022 Modification

Regional/Local Planning Guidance for PY22 Modifications

Governor's Guidelines – Supplemental Guidance for PY22 MOUs

WIOA Frequently Asked Questions:

<https://www.illinoisworknet.com/WIOA/Resources/Pages/Advisory-Group-FAQ.aspx>

Federally Mandated Plans



1. WIOA State Plan
 - Core partners (Illinois includes required partners in the process)
2. Regional Plans for PY24 ([§ 679.510](#))
 - Coordination of resources among multiple Workforce Boards in a region
 - Planning regions are identified by the State
3. Local Plans for PY24 ([§ 679.550](#) and [§ 679.560](#))
 - Local Workforce Board
 - Chief Elected Officials (CEOs)
4. Local MOUs for Shared Costs and Service Delivery through American Job Centers
 - Local Workforce Board
 - Program Partners/Service Delivery Providers
 - One-stop Operator roles
5. Program-specific Plans
 - Example: Career and Technical Education/Perkins

OVERVIEW (Continued)



OVERVIEW – COMBINED TIMELINE	Estimated Date
★ Stakeholder engagement continues for the 2024 – 2028 State Plan	September – November 2023
Feedback on draft Regional and Local Planning Guide and Draft Supplemental Guidance for PY24 MOUs due	November 1, 2023
Regional and Local Planning Guide and Data Packets issued	October 31, 2023
Supplemental Guidance for PY24 MOU negotiations issued	November 11, 2023
★ PY 2024 Pre-Program Year Planning form due for LWIA PY 2024 MOU and Budget Negotiations	December 31, 2023
PY 2024 Regional and Local Plan modifications are updated and posted for public comment	February 14, 2024
2024 - 2028 State Plan is submitted to the U.S. Department of Labor	March 1, 2024
★ Regional and Local Plans are updated based on public comment, Planning Teams receive Local Board approval and submit to the Governor (WIOA inbox)	March 31, 2024
WIOA Interagency TA Team review process of PY 2024 Regional and Local Plan modifications	April 4 – May 13, 2024
★ PY 2024 Report of Outcomes due (with preliminary budget and any waiver requests) for PY 2024 MOU and Budget negotiations	April 15, 2024
TA Team distributes approval status letters for PY 2024 Regional and Local Plan modifications to EDRs and LWIAs	May 20, 2024
★ PY 2024 Final MOU and Budgets due	May 31, 2024
Regional and Local Planning Teams make revisions and submit final plans to the WIOA inbox	June 20, 2024
Final reviews are completed of the PY 2024 Regional and Local Plan modifications; plans are uploaded to the IL workNet portal	July 1, 2024
TA Team review process of PY 2024 MOUs and Budgets	July 18, 2024
★ LWIAs make changes and submit revised MOUs and Budgets (as applicable)	October 2024
Final reviews are completed, and plans are uploaded to the IL workNet portal	November 2024

The slide features a white circle containing the text "WIOA State Plan". The background is composed of several overlapping geometric shapes: a large orange triangle in the top-left, a light gray triangle in the top-right, and a dark blue shape at the bottom. The circle is positioned over the orange and gray areas.

WIOA State Plan

WIOA State Plan



- Departments of Labor and Education require a four-year plan
- Strategies for the State's workforce development system
- Requires States to plan across core programs
- Content driven by Federal guidance document (known as the ICR)
 - Strategic elements
 - Operational elements
- New state plan turned in to DOL and DOE by March 2024

Stakeholder Engagement



- Inventory of current reports and studies complete
- In-person sessions held throughout the state
 - REGISTER HERE: <https://icsps.forms-db.com/view.php?id=184164>
- Public comment opens in January

QUESTIONS ON STATE PLAN OR STAKEHOLDER ENGAGEMENT?

Reopening Plans



Reopening Plan Guidance for Local Workforce Areas



DRAFT Regional and Local Planning
Guidance for 2024
Modifications

Regional and Local Planning Guidance



- The State is required to establish guidance for submission of regional and local plans
- The State issued an updated Regional and Local Planning Guide in November 2021 and has now updated it for 2023
- Regional and Local Plans **must** follow the chapter format laid out in the planning guide
- Every dot point of content must be addressed in the plan
- Plans are reviewed by the State for completeness and compliance
- The Planning Guide will be available on Illinois workNet when final

Regional and Local Planning Guidance



Themes kept or expanded on from 2021

- Equity and Access
- Service Integration

Themes removed or diminished from 2021

- The impact of COVID

Regional Planning Guidance



Chapter 1 Economic and Workforce Analysis Addition:

- C. If any employer collaboratives are engaged in the U.S. Chamber's Talent Pipeline Management initiative, describe the following:
 - a. What is the focus of the collaborative?
 - b. How is the workforce system supporting the needs of these employers?

Regional Planning Guidance



Chapter 1 Economic and Workforce Analysis Addition:

D. Describe any broad economic development opportunities in the region within the context of the workforce, education and economic development plans.

Regional Planning Guidance



Chapter 1 Economic and Workforce Analysis Addition:

- E. Describe any broad economic challenges in the region workforce, education and economic development plans.

Regional Planning Guidance



Chapter 3 Vision, Goals and Implementation Strategies Addition:

G. Describe how goals established in this plan will be monitored and evaluated.

Local Planning Guidance



Chapter 4 Operating Systems and Policies Addition:

- A.As part of this plan, the LWIA will complete a Service Integration Self-Assessment of its progress on service integration. A copy of the documentation associated with the self-assessment process will be submitted as an appendix to this plan.

Chapter 4 Operating Systems and Policies Addition:

B. Provide a copy of the following local policies and agreements:

1. Chief Elected Official (CEO) Functions and Agreement Between Multiple Chief Elected Officials (WIOA Policy Chapter 1, Section 2)
2. Chief Elected Official Delegation of Authority and Acknowledgment of Financial Liability (WIOA Policy Chapter 1, Section 3)
3. Local Workforce Innovation Board (LWIB) Certification and Recertification Requirements (WIOA Policy Chapter 1, Section 5)
4. One-Stop Operator Procurement (WIOA Policy Chapter 1, Section 7)
5. Career Planning (WIOA Policy Chapter 4, Section 2)
6. General Follow-Up Services (WIOA Policy Chapter 4, Section 3)

Chapter 4 Operating Systems and Policies Addition:

B. Provide a copy of the following local policies and agreements:

7. Selective Service Registration Requirements (WIOA Policy Chapter 5, Section 1.1)
8. Youth Eligibility (WIOA Policy Chapter 5, Section 4)
9. Service Priorities (WIOA Policy Chapter 5, Section 6)
10. Veterans' Priority of Service Requirements (WIOA Policy Chapter 5, Section 7)
11. Individual Training Accounts (WIOA Policy Chapter 7, Section 2.1)
12. On-the-Job Training (WIOA Policy Chapter 7, Section 2.2.1)
13. Incumbent Worker Training (WIOA Policy Chapter 7, Section 2.2.3)

Chapter 4 Operating Systems and Policies Addition:

B. Provide a copy of the following local policies and agreements:

14. Work Experience (WEX) and Transitional Jobs (WIOA Policy Chapter 7, Section 2.5)
15. Training Provider and Training Program Eligibility – Eligible Training Provider List (WIOA Policy Chapter 7, Section 3)
16. Supportive Services (WIOA Policy Chapter 7, Section 4)
17. Privacy and Security (Personally Identifiable Information) (WIOA Policy Chapter 8, Section 2.2)
18. Property Control for Property Purchased with WIOA Funds (WIOA Policy Chapter 8, Section 3.6)
19. Compliant and Grievance Procedures (Nondiscrimination) (WIOA Policy Chapter 8, Section 5)

Chapter 4 Operating Systems and Policies Addition:

C.2 How the local area is using multiple methods to provide orientations for customers, including but not limited to, virtual and asynchronous orientations.

C.3 How the Local Board will facilitate access to services provided through the one-stop delivery system through the use of technology and other means, such as online meeting software and mobile workforce centers.

Chapter 4 Operating Systems and Policies Addition:

- D.3 How the core programs in the local area will leverage their business services to provide more holistic support to employers;
- D.4 Increasing the awareness of the services the workforce development system offers to both individuals and employers in the local area;

Chapter 4 Operating Systems and Policies Addition:

G.3 The design framework for youth programs in the local area, including how the 14 program elements will be made available within that framework (§ 681.460).

Chapter 4 Operating Systems and Policies Addition:

H.2 Provide information on local programs, policies and procedures to address and mitigate barriers to employment and training.

Chapter 4 Operating Systems and Policies Addition:

- I. Describe how the local area will utilize a customer-centered approach to its service delivery model, including the following:
 1. How a customer-centered or human-centered approach will be used over the course of this plan to improve local service delivery methods.
 2. Any efforts to provide services to customers in the spaces where they commonly visit (i.e. using a bus or other mobile solution to provide services outside of the one-stop center or having a local workforce are representative available at a public library at set times).
 3. Any efforts to review and update the referral process, including creating a universal referral process, utilizing an electronic referral management system, expansion of referral pathways, etc. If there are obstacles to updating the local area's referral process, describe them here.

Chapter 4 Operating Systems and Policies Addition:

J.2 How local areas will provide training and professional development opportunities to staff regarding equity, access, trauma-informed care, and other topics concerning a customer-centered approach to service delivery.

Chapter 4 Operating Systems and Policies Addition:

J.5 How the local area tracks non-enrolling basic services provided to reportable individuals.

Resources that will be available

WIOA Regional and Local Planning:

<https://www.illinoisworknet.com/WIOA/RegPlanning>

- Regional and Local Planning Guide
- Frequently Asked Questions (FAQ)
- Regional Points of Contact
- Data Packets

Public Dashboard to all existing plans:

[https://www.illinoisworknet.com/WIOA/RegPlanning/Pages/Plans MOUs Dashboard.aspx](https://www.illinoisworknet.com/WIOA/RegPlanning/Pages/Plans_MOUs_Dashboard.aspx)

Regional and Local Planning Reminders



Proposed Date	Activity
November 1, 2023	Submit written comments on the draft revisions to the Regional and Local Planning Guide for 2024 – 2028 Plans
By November 1, 2023	Regional data packets are released
By November 15, 2023	Final Regional and Local Planning Guide is issued and posted online
March 31, 2024	Regional and Local Plans are due to the State
April – May 2024	WIOA Interagency Technical Assistance Team reviews Regional and Local Plans
By June 20, 2024	Regional and Local Planning Teams make corrections to plans
July 1, 2024	Regional and Local Plans approved, or technical assistance provided (as needed)

QUESTIONS ON REGIONAL AND LOCAL PLANNING GUIDANCE?



DRAFT Supplemental Guidance for
PY 2024 MOU
Negotiations

Reminders: MOUs and Budget Negotiations



MOUs:

- Serve as a tool to achieve integration
- Reflect a shared vision and commitment of local workforce innovation boards (LWIBs)
- Document each required partner's commitments to service delivery
- Demonstrate negotiations were in good faith by individuals with authority to commit financial and programmatic resources

MOU negotiated every 3 years

Shared costs negotiated annually

Reminders: MOUs and Budget Negotiations (continued)



Decisions reflected in the MOU:

1. Services that can be accessed in the local one-stop delivery system
2. Locations where services are made available
3. Each program partner's method of delivering services
4. Role of one-stop center operators
5. Coordination of referrals
6. Partner commitments to operationalize Service Integration Action Plans
7. Partner commitments to share in infrastructure costs and local service delivery system costs (annually)

Draft Supplemental Guidance



Supplemental Guidance to the Governor's Guidelines will be issued in November 2023 specific to PY24 MOU negotiations that start in December 2023.

1. Updates to the MOU Template from Program Year 2023
2. Delivery of Services
3. Safety
4. Required Checklist for Service Delivery via Direct Linkage
5. Final MOU Submittal Date
6. Requirements for electronic signatures
7. Update to Signature Pages

Draft Supplemental Guidance



1. Updates to the MOU Template from Program Year 2023
2. Delivery of Services
3. Safety

Draft Supplemental Guidance

7. DESCRIPTION OF COMPREHENSIVE ONE-STOP SERVICES (Sec. 121 (c)(2)(i)) (Governor's Guidelines, Section 1, Items 8(e)-(g)) (§ 678.500(b)(1))

- In the spaces provided below:
 - The agreed-upon plan for holding in-person orientations, workshops, or other group events, including capacity limits for such group events.
 - The Resource Room protocol when capacity is reached, and customers wait to access the Resource Room services.
 - The agreed-up staffing plan to designate a program position to direct walk-in customers. The staffing plan must specify that if security personnel are present at the one-stop center, they cannot be responsible for determining which customers require an appointment and which customer can be seen on a walk-in basis. This is a program staff responsibility.
 - The agreed-upon messaging, signage, and communications planned to make it explicit to customers which services are available to walk in customer and which require appointments.
 - If security personnel are present at the one-stop center(s), the agreed-upon plan to ensure initial staff interaction with the public is within the security personnel's line of sight, that security personnel are aware of the service area, and the protocol for alerting security if staff need assistance during service delivery.
 - *Explain the programs and services that correlate with the boxes checked in the Career*

Draft Supplemental Guidance



9. PHYSICAL ACCESSIBILITY (Sec. 121 (c)(2)(iv)) (§678.500(b)(4))

- *Describe how—through specific examples and commitments —required partners will assure the physical accessibility of the comprehensive one-stop center(s) and any designated affiliate sites or specialized centers, including the following:*
 - *The designated service location layout supports a culture of inclusiveness*
 - *The location is recognizable in a high-traffic area*
 - *Access to public transportation is available within reasonable walking distance*
 - *The location of a dedicated parking lot, with parking lot spaces closest to the door designated for individuals with disabilities*
 - *The agreed upon plan for addressing waiting lines outside of the one-stop center entrance*

AJC Reopening Plans



- Can be updated at anytime
- Updated Reopening Plans must be submitted to the WIOA inbox

WIOA E-Policy Link to WIOA Notice 20-NOT-09 – General Reopening Guidance for American Job Centers:
<https://apps.illinoisworknet.com/WIOAPolicy/Policy/Index/466#>

Draft Supplemental Guidance



4. Required Checklist for Service Delivery via Direct Linkage
5. Final MOU Submittal Date
6. Requirements for electronic signatures
7. Update to Signature Pages

PY 2024 Supplemental Guidance and MOU/Budget Reminders



- Continue to review, update and submit Reopening Plans
- Utilize most recent MOU Template (New for PY24)

Activity	Proposed Date
Supplemental Guidance for PY24 MOU negotiations issued	November 15, 2023
PY 2024 Pre-Program Year Planning form due	December 31, 2023
PY 2024 Report of Outcomes Due (with preliminary budget and any waiver requests)	April 15, 2024
PY 2024 Final MOU and Budgets due	May 31, 2024
LWIAs make any needed changes to MOUs and Budgets (based on TA Team feedback)	October 2024
Final reviews are completed, and plans are uploaded to the IL workNet portal	November 2024

WIOA Implementation Documents & Updates Webpage:

<https://www.illinoisworknet.com/WIOA/Resources/Pages/Public-Documents.aspx>

QUESTIONS ON DRAFT SUPPLEMENTAL GUIDANCE?

Feedback



- Distribution of the final guidance will include:
 - 2024 – 2028 updated Regional and Local Planning Guide
 - Data Packets
 - PY 2024 Supplemental MOU and Budget Negotiation

Please provide feedback by November 1, 2023

Questions? Comments?



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