



Category/Subject: PY19 WIOA Regional-Local Plan Modifications
Colorado Policy Guidance Letter#: WIOA-2019-01
Revise/Replace PGL#: WIOA-2018-03, Change 1
Date: March 29, 2019
Distribution: CDLE Management/Finance, State/Local Workforce Board Chairs, Directors, & Staff, Partners

PY19 Changes Are Yellow Highlighted

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](#) (will be updated and reissued April 2019)
- [PGL WIOA-2016-01: Regional and Local Plan Guidelines](#)

II. PURPOSE:

The purpose of this PGL is to provide information and guidelines for Local Workforce Development Boards (LWDBs) and Local Areas to develop and submit their:

- **PY19** Local Area Annual Compliance Plan
- **PY19-PY20** Two-Year Language Assistance Plan

and, in addition:

- Update their PY16-19 Local Area Plan Narrative, if appropriate, which will be used as the basis for the CWDC Performance Incentive Funds process, along with periodic local area progress reports.

These plans are due Monday, June 3, 2019.

III. BACKGROUND:

The Workforce Innovation and Opportunity Act (WIOA) of 2014 requires the submission of four-year local and regional plans beginning July 1, 2016. These plans may be updated annually, but were required to be updated for the final two program years beginning July 1, 2018. In addition, the Colorado Department of Labor and Employment (CDLE) requires an annual Local Area Compliance Plan. For PY19, this compliance plan includes the submission of a new 2-year Language Assistance Plan (LAP) covering PY19-PY20.

IV. POLICY/ACTION:

A. PY16-19 Regional-Local Plan Narrative Updates

Please see PGL WIOA-2016-01: Regional and Local Plan Guidelines, for the Plan narrative questions. Should updates to the regional-local plan be necessary, the revised draft plan, with updates highlighted, **and the Regional-Local Plan Signature sheet (Attachment 1)** are to be submitted electronically to the three Regional Liaisons via e-mail **by no later than Monday, June 3, 2019. If substantial changes are made to the plan, specifically with regard to your goals and partnership strategies, then a 30-day public comment period is required. The revised narrative plan is to be submitted to the 3 Regional Liaisons after the comment period and include a summary of public comments received and any changes made as a result.**

Updated local plan narratives will be reviewed by the CDLE Regional Liaisons and the Colorado Workforce Development Council (CWDC).

B. PY19 Local Area Annual Compliance Plan Package

Each local area is required to submit a package of compliance documents that includes the following components:

1. Local Area Compliance Plan Responses and Required Documents (see **Attachment 3**)
2. OMB Risk Assessment Questionnaire (use **Attachment 4**)
3. New PY19-20 two-year Language Assistance Plan (see PGL ADM-2010-01 for instructions)

A draft electronic version of the Local Area Annual Compliance Plan Package is **due to the three Regional Liaisons via email by no later than Monday, June 3, 2019 (This package does NOT have to be published for a public comment period.) As of March 2019, the email addresses for the three Regional Liaisons are:**

andrew.galloway@state.co.us

jesus.borrego@state.co.us

johnathan.tillman@state.co.us

NOTE: Local Areas will also be required to submit or complete the following documents once CDLE issues the PY19 local allocation charts:

1. PY19 Local Area Planning Narrative
2. PY19 Local Area Workplan (submitted via Google Share Drive)
3. PY19 Local Area Workbook (completed via Google Share Drive)
4. Additional documentation as required in subsequent guidance to be issued after May 1, 2019.

As of March 1, 2019, CDLE anticipates that local allocations will be available in early May, in time for submission of these documents by Monday, June 3, 2019. If this does not occur, however, items 1-4 above will be due within 30 days of the issuance of local area allocation charts.

C. Local Area Compliance Plan Signature Sheet and Final Submission: After CDLE completes its review, and any requested revisions are made, signatures should be obtained for the Local Area Compliance Plan, and the full revised plan with original signatures on the PY19 Local Area Compliance Plan Signature Sheet (**Attachment 2**) must be submitted in a timely manner.

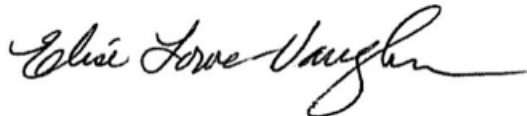
CDLE and CWDC will complete their review and approval of regional/local plans and local compliance plans by no later than June 30, 2019.

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. PY16-19 Regional Local Plan Modification Signature Sheet
2. PY19 Local Area Compliance Plan Signature Sheet
3. PY19 Local Area Compliance Responses and Required Documents
4. OMB Uniform Guidance Risk Assessment Form