



Category/Subject: WIOA Planning Region Update Process
Colorado Policy Guidance Letter #:
Revise/Replace: N/A
Distribution: Workforce Directors and Staff, and Local Board Chairs, Managers, Workforce Development Programs Staff
Date: October 2, 2019

**I. REFERENCE(S):**

- Workforce Innovation and Opportunity Act, 8-8-215.5 – July 22, 2014
- Title I of the Workforce Innovation and Opportunity Act (WIOA) of 2014, WIOA Section 106.20 C.F.R. 679.250

**II. PURPOSE:**

To provide guidance and the process for making changes to the members of planning regions in Colorado.

**III. BACKGROUND:**

The state of Colorado currently has three federally recognized planning regions:

Central Planning Region--comprised of the following local areas

- Adams County
- Arapahoe/Douglas
- Boulder County
- City and County of Denver
- Larimer County
- Pikes Peak Area
- Tri-County Area

Rural Planning Region--comprised of the following local areas

- Colorado Rural Workforce Consortium
- Mesa County

Weld County Planning Region--comprised of the following local areas

- Weld County

(1) In accordance with 29 U.S.C. sec. 3121, every two years the state council, in consultation with local elected officials, shall conduct a process to identify planning regions. A local area must not be placed in a planning region without the support and agreement of the workforce development board and the chief elected official.

(2) Local chief elected officials may review the planning region designation every two years before an updated state plan is submitted.

The Colorado Workforce Development Council (CWDC) will be submitting a new state plan to the federal departments in the Spring of 2020, and therefore the planning regions may be reviewed for changes that would go into effect immediately for the regional planning process to be implemented prior to Program Year 2020.

#### **IV. POLICY/ACTION:**

##### **A. PLANNING REGION MODIFICATION**

The CWDC will facilitate the opportunity for planning region modifications. The process includes the approval of changes by the CWDC, local workforce development boards, and local chief elected officials.

A request for changes to a planning region should come from a local workforce board chair and local workforce director via email to [cwdc@state.co.us](mailto:cwdc@state.co.us). The request must include the following:

1. A statement regarding the actions a local area would like to pursue, including the planning region the local area wants to join
2. A brief statement of the reasons why this action is desired. Examples could include shifts in key industries that create alignment opportunities, commuting patterns, demographic data, or other partnerships opportunities
3. A statement of support from other local areas if joining a planning region with other local areas. This could be a signed letter attached to the email or a separate email to the CWDC from the other local areas

##### **B. TIMELINE:**

November 1, 2019 – Requests for planning region changes due to [cwdc@state.co.us](mailto:cwdc@state.co.us)

November 4 - 8, 2019 – CWDC Staff review of requested changes

November 12, 2019 – Notice sent regarding preliminary CWDC decision to all affected local areas

November 12 - December 20, 2019 – Integration meetings facilitated by CWDC, if necessary

January 24, 2020 – CWDC formally votes on planning region changes

#### **V. IMPLEMENTATION DATE:**

Immediately upon receipt.

#### **VI. INQUIRIES:**

Please direct all inquiries to Colorado Workforce Development Council staff: [cwdc@state.co.us](mailto:cwdc@state.co.us).

*Lee W-B*

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Lee Wheeler-Berliner, Managing Director  
Colorado Workforce Development Council

**10/2/2019**

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Date