

EXECUTIVE SUMMARY
GOVERNOR'S GUIDELINES TO STATE AND LOCAL PROGRAM PARTNERS
FOR NEGOTIATING COSTS AND SERVICES UNDER WIOA

The Workforce Innovation and Opportunity Act of 2014 (WIOA) requires the Governor to issue guidance to State and local partners for negotiating cost sharing, service access, service delivery and other matters essential to the establishment of effective local workforce development services under the law. These guidelines:

1. Establish general guidance, direction and requirements for negotiating local memoranda of understandings (MOUs) that are required in each local workforce innovation area (LWIA) to support the operation of the local one-stop delivery system.
2. Provide guidance related to comprehensive one-stop center infrastructure costs, including guidance for budgeting, allocation and negotiation of these costs using the two funding methods WIOA prescribes.
3. Provide guidance for identifying and negotiating local one-stop delivery system costs that will be shared among required partners.
4. Prescribe timelines for local negotiation of MOUs and for reporting of the outcomes of these negotiations.
5. Outline requirements for the process through which required partners can appeal decisions made in the application of these guidelines if the State infrastructure cost funding mechanism is used.

As required by law, these guidelines were developed in consultation over many months with required State and local partners.

1. Basic frameworks, concepts and questions were developed about MOU and infrastructure cost negotiations for consideration by State-level partners represented on an Interagency Work Group. These were also presented to and discussed with the Task Force the IWIB established to oversee implementation of WIOA.
2. Local perspectives on those frameworks, concepts and preliminary methodologies were obtained by engaging the WIOA Task Advisory Groups (TAGs) for Governance and Operations.
3. IWIB Task Force, Interagency Work Group and TAG feedback was incorporated into an initial draft of the Governor's Guidelines.
4. An initial draft of the Governor's Guidelines was distributed for review and comment to State and local partners through the Interagency Work Group and Governance and Operations TAGs.
5. Those comments were incorporated into a second draft of the Governor's Guidelines, which was then distributed for another round of comments.
6. The incorporation of those comments culminated with the final draft presented to the IWIB as part of the ongoing effort and commitment to fulfill the WIOA requirement that the Governor consult with the State Workforce Board in the development of guidelines.
7. The Governor's Guidelines will become effective immediately.