

REGIONAL AND LOCAL PLANNING GUIDE UPDATED DECEMBER 2016

BACKGROUND

This document provides a working outline of the regional and local planning requirements that are included in the Workforce Innovation and Opportunity Act (WIOA) and final regulations to guide discussions with regional and local partners. Within this document, pages 1-2 outline the State of Illinois Governor's vision for workforce and WIOA implementation, including local and regional planning. Please read the state vision, as it is intended to inform the local and regional planning process.

The planning requirements that are included in the WIOA and final regulations are outlined in the State of Illinois Regional and Local Planning Guide on pages 3-4. Each local workforce innovation area in Illinois will submit a plan that includes the *regional planning components* (developed by the regional planning team) and *local planning components* (developed by the LWIA) as required by the US Departments of Labor and Education. For purposes of regional and local plan compliance, it is expected that regional and local plans will follow the format of the Planning Guide beginning with the chapter headings and address each item of required content.

STATE OF ILLINOIS WORKFORCE VISION AND PRINCIPLES

The Workforce Innovation and Opportunity Act (WIOA) requires the state, regional and local workforce plans to be developed in concert with the core partners and stakeholders. Illinois' planning process begins with the state's vision and guiding principles as established by the Workforce Innovation Board and State Leadership Team comprised of business, workforce, education, and state agency officials.

Vision

"Business-driven talent solutions that integrate education, workforce and economic development resources across systems to provide businesses, individuals and communities with the opportunity to prosper and contribute to growing the state's economy."

Guiding Principles

- Demand-Driven Orientation
- Strong Partnerships with Business at All Levels
- Career Pathways to Today's and Tomorrow's Jobs
- Cross-agency Collaboration and Alignment
- Integrated Service Delivery
- Access and Opportunity for all Populations
- Clear Metrics for Progress and Success
- Focus on Continuous Improvement and Innovation

STRATEGIES

The vision and principles laid the groundwork for the six strategies that the Education, Workforce and Economic Development Leadership Team developed to guide the drafting of the Unified Plan in cooperation with the Interagency Work Group. The vision, principles and key strategies developed at the state level are the foundation of the planning process.

The strategies are as follows:

- Align and integrate education, workforce and economic development at the state, regional and local levels to improve the economic growth and competitiveness of Illinois employers and their workforce.
- Foster improvement and expansion of employer-driven regional sector partnerships to increase the focus on critical in-demand occupations in key sectors that are the engine of economic growth for the state and its regions.
- Expand career pathway opportunities through more accelerated and work-based training and aligned and integrated programs of study leading to industry-recognized credentials and improved employment and earnings.
- Expand career services and opportunities for populations facing multiple barriers to close the gap in educational attainment and economic advancement through career pathways and improved career services.
- Expand information for employers and job-seekers to access services.
- Improve the Illinois public-private data infrastructure to support the alignment and integration of economic development, workforce development and education initiatives for supporting sector partnerships and career pathways and targeted disadvantaged populations.

PLANNING REGIONS

Regional planning areas were designated to align with the state's ten economic development regions (see Appendix I). These ten regions address the WIOA Sec. 106 requirement that the Governor identify and organize local workforce boards and core program partners into regional planning areas to engage in joint planning, coordinate service delivery, share administrative costs and enter into regional coordination efforts with economic development agencies operating in the same region. The ten regions were first established in 2003 by the Governor based on the analysis of statewide commuting patterns surrounding major and minor metropolitan centers. In late 2014, a new analysis of the state was completed and the data confirmed this regional alignment is still appropriate. In early 2015, Commerce collaborated with the Illinois Community College Board (ICCB) on creating a strategic plan for workforce and education. The Departments of Commerce and Employment Security and ICCB made the local areas and community college districts aware the data indicated the economic development regions were still valid. Furthermore, we jointly announced our intent to strengthen the linkages of all our efforts to economic development by using these regions.

NEXT STEPS IN THE PLANNING PROCESS

WIOA regional and local plans were initially submitted in the summer of 2016 with approval or notice of required revisions for compliance as communicated in the Final Report of State Review of Plans and MOUs issued in the fall of 2016. Since then, the issuance of WIOA Final Rules in June 2016 provided further guidance, as well as affirmation of the regional and local planning process. The necessary changes have been reflected in this Planning Guide. This updated Planning Guide replaces all previous versions.

The State of Illinois is committed to demonstrating integration among core and required partners throughout the workforce system. This planning guide emphasizes that regions and local areas must demonstrate their commitment to integration by providing specific plans and actions for working toward

alignment, as well as any challenges to aligning the plans and activities within each region and local area. Furthermore, as the planning process evolves, regions and local areas are encouraged to be mindful of the strategic plans of other required partners and be sure to integrate other relevant parts when applicable.

REGIONAL PLANNING REGULATIONS

The Workforce Innovation and Opportunity Act and final regulations require Local Boards and chief elected officials (CEO) within an identified planning region to participate in a regional planning process that results in the preparation of a regional plan that includes:

- The establishment of regional service strategies, including use of cooperative service delivery agreements (§ 679.510(a)(1)(i));
- The development and implementation of sector initiatives for in-demand industry sectors or occupations for the planning region (§ 679.510(a)(1)(ii));
- The collection and analysis of regional labor market data (in conjunction with the state), which must include the local planning requirements at § 679.560(a)(1)(i) and (ii);
- The coordination of administrative cost arrangements, including the pooling of funds for administrative costs, as appropriate (§ 679.510(a)(1)(v));
- The coordination of transportation and other supportive services as appropriate (§ 679.510(a)(1)(vi));
- The coordination of services with regional economic development services and providers (§ 679.510(a)(1)(vii)); and
- The establishment of an agreement concerning how the planning region will collectively negotiate and reach agreement with the Governor on local levels of performance for, and report on, the performance accountability measures described in WIOA Sec. 116(c) for local areas or the planning region (§ 679.510(a)(1)(viii)).

REGIONAL AND LOCAL PLAN COORDINATION

According to final regulations, in the case of planning regions, a regional plan is required to meet the purpose of developing, aligning, and integrating service delivery strategies; supporting the state's vision and strategic and operational goals; and to coordinate resources among multiple LWIAs in a region. This approach is intended to align resources between multiple Local Boards. WIOA requires the Local Board, in partnership with the CEO, to submit a local plan to the Governor.

LOCAL PLANNING REGULATIONS

The local plan serves as a four-year action plan to develop, align and integrate the region and local area's job-driven workforce development systems, and provides the platform to achieve the local area's visions and strategic and operational goals. The local plan sets forth the strategy to:

- Direct investments in economic, education and workforce training programs to focus on providing relevant education and training to ensure that individuals, including youth and individuals with barriers to employment, have the skills to compete in the job market and that employers have a ready supply of skilled workers (§ 679.500(a)(1));
- Apply job-driven strategies in the one-stop system (§ 679.500(a)(2));
- Enable economic, education and workforce partners to build a skilled workforce through innovation in, and alignment of, employment, training and education programs (§ 679.500(a)(3)); and
- Incorporate the local plan into the regional plan per § 679.500(a)(4).

PLAN ORGANIZATION

All local workforce innovation areas in Illinois must submit a plan that includes both the regional and local planning components outlined in the planning guide. For example the Southern Illinois Plan will include the *regional components* (chapters 1-3) and the *local components* (chapter 4-6) from LWIA 25, and the *local components* (chapters 4-6) from LWIA 26.

REGIONAL COMPONENTS	
Chapter 1	Economic and Workforce Analysis
Chapter 2	Strategies for Service Integration
Chapter 3	Vision, Goals and Implementation Strategies
LOCAL COMPONENTS	
Chapter 4	Operating Systems and Policies
Chapter 5	Performance Goals and Evaluation
Chapter 6	Technical Requirements and Assurances

PLAN REVIEW AND PUBLIC COMMENT

The plan (including the regional and local components) must be made available for viewing and public comment for 30 days before submission to the Governor per § 679.550(b)(3). Any comments expressing disagreement with the plan must be included when the plan is submitted.

TIMELINE

ACTIVITY	TARGET DATE
Regional and local planning period begins	January 1, 2017
Regional and local plan posted for 30-day public comment period	March 15, 2017
Regional and local teams update plans based on public comments	April 13, 2017
Regional and local plan finalized (approved by Local Board and submitted to the Governor)	April 30, 2017
State review period completed	June 30, 2017
Regional and local plan effective date	July 1, 2017

INSTRUCTIONS FOR SUBMITTAL

Regional and local plans must follow the chapter format as laid out in the Planning Process Guide. The required items of content in the guide will be reviewed for quality and completeness to meet compliance requirements. Plans must be submitted by the close of business on April 30, 2017 to Michael Baker at wioaplans-mous@illinoisworknet.com.

CHAPTER 1: ECONOMIC AND WORKFORCE ANALYSIS – REGIONAL COMPONENT

This chapter must demonstrate how the region has collected and analyzed regional labor market information which must include the local planning requirements. Regional teams are encouraged to use the labor market information posted on [Illinois workNet](#) and [Illinois Virtual Labor Market Information System](#), which will provide consistency in the data used for regional analysis throughout the state¹.

A. Plans must include an analysis of:

- Economic conditions including existing and emerging in-demand industry sectors and occupations (§ 679.560(a)(1)(i));
- Employment needs of employers in existing and emerging in-demand industry sectors and occupations (§ 679.560(a)(1)(ii));
- Knowledge and skills needed to meet the employment needs of the employers in the region, including employment needs in in-demand industry sectors and occupations (§ 679.560(a)(2)); and
- An analysis of the regional workforce, including current labor force employment and unemployment data, information on labor market trends, and educational and skill levels of the workforce, including individuals with barriers to employment² (§ 679.510(a)(1)(iv) and § 679.560(a)(3)).

Regions should consider the following questions when responding to this requirement:

1. How were all partners involved in providing, analyzing and agreeing on supply and demand data and the targeted sectors/industries/occupations/skills?
2. How is the region changing in terms of demographics, labor supply and occupational demand?
3. What are the policy and service implications of the current and projected Labor Market Information?
4. What special populations exist in the region, what is their magnitude, and what are the policy and service implications to meet the needs of these individuals?
5. What sectors / industries / occupations / skills are in demand and targets of opportunity?
 - a. What sectors / industries / occupations have favorable location quotients?
 - b. What sectors / industries / occupations have favorable demand projections based on growth?
 - c. What sectors / industries / occupations have favorable demand projections based on replacements?
 - d. What sectors / industries / occupations are considered mature but still important to the economy?
 - e. What sectors / industries / occupations are considered emerging in the regional economy?

¹ For clarity on what resources to use, regions can discuss the most appropriate data to select with their local IDES labor market economist.

² The term “individual with barrier to employment” means one or more of the following populations: displaced homemakers, low-income individuals, Indians, Alaska Natives, and Native Hawaiians, individuals with disabilities, including youth who are individuals with disabilities, older individuals, ex-offenders, homeless individuals, or homeless children and youths, youth who are in or have aged out of the foster care system, individuals who are English language learners, individuals who have low levels of literacy, and individuals facing substantial cultural barriers, eligible migrant and seasonal farmworkers, individuals within 2 years of exhausting lifetime eligibility under part A of title IV of the Social Security Act, single parents, including pregnant single women, long-term unemployed individuals, and such other groups as the Governor determines to have barriers to employment (WIOA Sec. 3(24)).

6. What are the targeted industries and occupations and how were they determined using primary and secondary supply and demand data?

B. Describe the development and implementation of sector initiatives³ for in-demand industry sectors or occupations for the planning region. (§ 679.510(a)(1)(iii))

Regions should consider the following questions when responding to this requirement:

1. What sectors / industries / occupations / skills are the regional priorities and how was this determined? (This question refers to how the targeted sectors / industries were ranked to establish a priority. Explain how the status of growing, maturing and emerging was factored into the ranking.)
2. What sector-based partnerships exist in the region? If any exist, are they business-led and what is their role in planning?
3. What other public-private partnerships exist in the region that could support sector strategies and what is their role in planning?
4. What neutral conveners with the capacity to help establish sector partnerships exist in the region and what is their role in planning?
5. How well do the existing skills of job seekers match the demands of local businesses?

³ Regional team are encouraged to review Illinois' Next Generation Sector Strategies Guide that is posted on <https://www2.illinoisworknet.com/partners/sectorstrategies>

CHAPTER 2: STRATEGIES FOR SERVICE INTEGRATION – REGIONAL COMPONENT

This regional component of the plan must describe the regional service strategies, including use of cooperative service delivery strategies.

- A. Provide an analysis of workforce development activities, including education and training, in the region. This analysis must include the strengths and weaknesses of workforce development activities and capacity to provide the workforce development activities to address the education and skill needs of the workforce, including individuals with barriers to employment, and the employment needs of employers. (§ 679.560(a)(4))

Regions should consider the following questions when responding to this requirement:

1. How well do existing training programs in the region and local areas prepare job seekers to enter and retain employment with regional businesses?
2. What existing service delivery strategies will be expanded based on promising return on investment (ROI)?
3. What new service strategies will be used to address regional educational and training needs based on promising ROI?
4. What existing service delivery strategies will be curtailed or eliminated based on minimal ROI?
5. What steps will be taken to support the state strategies and goals to align and integrate education, workforce and economic development (see Chapter 7 of the Unified Plan)?
6. What formal and informal cooperative procedures will the core partners and other required partners establish to align services and coordinate delivery?

- B. Describe how transportation and other supportive services are coordinated within the region. (§ 679.510(a)(1)(vi))

Regions should consider the following questions when responding to this requirement:

1. What regional organizations currently provide or could provide supportive services?
2. What policies and procedures will be established to promote coordination of supportive services delivery?

- C. Describe the coordination of services with regional economic development services and providers. (§ 679.510(a)(1)(vii))

Regions should consider the following questions when responding to this requirement:

1. What economic development organizations or businesses are actively engaged in regional planning?
2. What economic development organizations or businesses were invited to participate but declined?
3. What input was provided by regional economic development organizations and businesses?
4. What input provided by economic development and businesses was incorporated into the regional plan?

- D. Describe the coordination of administrative cost arrangements, including the pooling of funds for administrative costs, as appropriate. (§ 679.510(a)(1)(v))

CHAPTER 3: VISION, GOALS AND IMPLEMENTATION STRATEGIES – REGIONAL COMPONENT

This section will outline how the Local Board(s) will coordinate the regional workforce, education and economic development activities with regional activities that are carried out in the local areas. The responses must illustrate that business, education and workforce development stakeholders have provided input and are in agreement with the plan. (Governor’s Guidelines, Section 1 and MOU, Section 3)

- A. Describe the strategic vision to support state and regional economic growth. (§ 679.560(a)(5))
- B. Describe the goals for preparing an educated and skilled workforce (including youth and individuals with barriers to employment), and goals relating to the performance accountability measures based on performance indicators. (§ 677.155(a)(1))
- C. Provide a description of the regional and local strategies that will achieve the vision and goals. This must include a description of the strategies and services that will be used in the local areas:
 - To facilitate engagement of employers in workforce development programs, including small employers and employers in in-demand industry sectors and occupations (§ 679.560(b)(3)(i));
 - To support a local workforce development system that meets the needs of businesses in the local area (§ 679.560(b)(3)(ii));
 - To better coordinate workforce development programs and economic development (§ 679.560(b)(3)(iii));
 - To strengthen linkages between the one-stop delivery system and unemployment insurance programs (§ 679.560(b)(3)(iv));
 - To promote entrepreneurial skills training and microenterprise services (§ 679.560(b)(4)); and
 - To implement initiatives such as incumbent worker training programs, on-the-job training programs, customized training programs, industry and sector strategies, career pathways initiatives, utilization of effective business intermediaries, and other business services and strategies designed to meet the needs of regional employers. (§ 679.560(b)(3)(v))
- D. Describe the steps that will be taken to support the state goals to align and integrate education, workforce and economic development including:
 - Fostering the improvement and expansion of employer-driven regional sector partnerships to increase the focus on critical in-demand occupations in key sectors that are the engine of economic growth for the state and its regions.
 - Expanding career pathway opportunities through more accelerated and work-based training and align and integrate programs of study leading to industry-recognized credentials and improved employment and earnings.
 - Expanding career services and opportunities for populations facing multiple barriers to close the gap in educational attainment and economic advancement through career pathways and improved career services and expansion of bridge programs.
 - Expanding information for employers and job-seekers to access services by improving the Illinois public-private data infrastructure to support the alignment and integration of economic development, workforce development and education initiatives for supporting sector partnerships and career pathways.

CHAPTER 4: OPERATING SYSTEMS AND POLICIES – LOCAL COMPONENT

This chapter must provide an overview of all the operating systems and policies within the LWIA. (WIOA Sec. 121 (c)(2)(i), Governors Guidelines Section 1, and MOU Sections 5-8)

- A. Provide a description of the one-stop delivery system in the local area, including the roles and resource contributions of the one-stop partners. (MOU Sections 5 and 6)
- Identify the career services and other program services to be provided, include the location (address) at which services will be accessible including the:
 - Comprehensive One-Stop
 - Affiliated Workforce Centers
 - Specialized Workforce Centers
 - Explain how the comprehensive one-stop center provides on demand access to the required career services in the most inclusive and appropriate setting and accommodations. (Governor’s Guidelines, Appendix Item 4)
 - Provide information regarding the one-stop operator and describe the methods for coordinated service delivery between operator and partners. (MOU, Section 7)
 - Name of the procured one-stop operator
 - Describe the functions and scope of work of the one-stop operator
 - Describe how the one-stop operator was procured
 - Describe the local operator’s role and responsibility for coordinating referrals among required partners. (MOU, Section 8)
- B. Provide information regarding the use of technology in the one-stop delivery system, including a description of:
- How the workforce centers are implementing and transitioning to an integrated, technology-enabled intake and case management information system for programs carried out under WIOA (§ 679.560(b)(20)).
 - How the Local Board will facilitate access to services provided through the one-stop delivery system, including in remote areas, through the use of technology and other means (§ 679.560(b)(5)(ii)).
- C. Describe how the Local Board will support the strategy identified in the Unified Plan and work with entities carrying out core programs, including a description of (§ 679.560(b)(1)(ii)):
- Expanding access to employment, training, education and supportive services for eligible individuals, particularly eligible individuals with barriers to employment (§ 679.560(b)(2)(i));
 - Facilitating the development of career pathways and co-enrollment, as appropriate, in core programs (§ 679.560(b)(2)(ii)); and
 - Improving access to activities leading to a recognized post-secondary credential (including a credential that is an industry-recognized certificate or certification, portable, and stackable) (§ 679.560(b)(2)(iii)).
- D. Provide information regarding the local coordination strategies with state (including the Unified Plan), regional and local partners to enhance services and avoid duplication of activities, including a description of:

- Adult, Dislocated Worker and Youth employment and training activities under WIOA Title I. (§ 679.560(b)(6))
- Adult education and literacy activities under WIOA Title II. This description must include how the Local Board will carry out the review of local applications submitted under Title II consistent with WIOA Secs. 107(d)(11)(A) and (B)(i) and WIOA Sec. 232. (§ 679.560(b)(12))
- Wagner-Peyser Act (29 U.S.C. 49 et seq.) services. (§ 679.560(b)(11))
- Vocational rehabilitation service activities under WIOA Title IV. (§ 679.560(b)(13))
- Relevant secondary and post-secondary education programs and activities with education and workforce investment activities. (§ 679.560(b)(9))
- How the Local Board will support the strategy identified in the State Plan under § 676.105 and work with the entities carrying out core programs and other workforce development programs, including programs of study authorized under the Carl D. Perkins Career and Technical Education Act of 2006 (20 U.S.C. 2301 et seq.) to support service alignment. (§ 679.560(b)(1)(ii))
- Other services provided in the one-stop delivery system including but not limited to the programs outlined in WIOA Sec. 121.
- Provide a copy of the local supportive service policy and describe how the Local Board will coordinate the provision of transportation and other appropriate supportive services in the local area (§ 679.560(b)(10)); and
- Describe the local referral process (MOU, Section 8).
 - Identify the entities between who the referrals occur.
 - Explain the method(s) that will be used to refer participants between programs.
 - Define the roles related to referrals.
 - Identify the method of tracking referrals.
 - Describe specific arrangements to assure that individuals with barriers to employment, including individuals with disabilities, can access available services.

E. Provide a description of how the local area will provide adult and dislocated worker employment and training activities including:

- A description and assessment of the type and availability of adult and dislocated worker employment and training activities in the local area. (§ 679.560(b)(6))
- A description of how the Local Board will coordinate workforce investment activities carried out in the local area with statewide rapid response activities. (§ 679.560(b)(7))

F. Provide a description of how the local area will provide youth activities including:

- A description and assessment of the type and availability of youth workforce investment activities in the local area, including activities for youth who are individuals with disabilities, which must include an identification of successful models of such activities. (§ 679.560(b)(8))
- A description of how local areas will meet the requirement that a minimum of 75 percent of the youth expenditures be for out-of-school youth.

G. Provide a description of how the local area will provide services to priority populations as outlined in the Unified Plan:

- Provide information on how priority will be given to recipients of public assistance, other low-income individuals and individuals who are basic skills deficient consistent with WIOA Sec. 134(c)(3)(E). (§ 679.560(b)(21))

- Describe how the Local Board will determine priority populations and how to best serve them, along with any other state requirements.
- H. Provide a description of training policies and activities in the local area, including:
- How local areas will meet the requirement that a minimum of 40 percent of expenditures be for direct training costs;
 - How local areas will encourage the use of work-based learning strategies, including the local area goals for specific work-based learning activities and proposed outcomes related to these activities;
 - Provide a copy of the local Individual Training Account Policy and describe how training services outlined in WIOA Sec. 134 will be provided through the use of individual training accounts, including, if contracts for training services will be used, how the use of such contracts will be coordinated with the use of individual training accounts under that chapter, and how the Local Board will ensure informed customer choice in the selection of training programs regardless of how the training services are to be provided (§ 679.560(b)(18)); and
 - Provide a copy of the local training provider approval policy and procedures. Describe how the Local Board will ensure the continuous improvement of eligible providers of services through the system and that the providers will meet the employment needs of local employers, workers and jobseekers.
- I. Describe a planned or existing approach regarding which local strategies will be financed by the transfer of Title IB workforce funds, including the maximum dollar amount and/or percentage that is authorized to be transferred on an annual basis:
- To transfer funds between the adult and dislocated worker funding streams.
 - To use funds for incumbent worker training as outlined in WIOA Sec. 134(d)(4)(A)(i).
 - To use funds for transitional jobs as outlined in WIOA Sec. 134(d)(5).
 - To use funds for pay for performance contracts as outlined in WIOA Sec. 133(b)(2-3).
- J. Provide a plan explaining for which region the LWIA will associate with.

CHAPTER 5: PERFORMANCE GOALS AND EVALUATION – LOCAL COMPONENT

The plan must include information on the actions the Local Board will take toward becoming or remaining a high performing board, consistent with the factors developed by the State Board. (WIOA Sec. 101(d)(6)) and (§ 679.560(b)(17))

- A. Provide information regarding the projected local service levels.
- B. Provide information regarding the local levels of performance negotiated with the Governor and chief elected official consistent with WIOA Sec. 116(c), to be used to measure the performance of the local area and to be used by the Local Board for measuring the performance of the local fiscal agent (where appropriate), eligible providers under WIOA Title I Subtitle B and the one-stop delivery system in the local area. (§ 679.560(b)(16))
 - WIOA Common Measures
 - Additional State Measures

CHAPTER 6: TECHNICAL REQUIREMENTS AND ASSURANCES – LOCAL COMPONENT

This chapter includes the technical requirements and assurances that are required by the Workforce Innovation and Opportunity Act. (WIOA Sec. 121 (c)(2)(iv) and MOU Section 9)

A. Fiscal Management

- Identify the entity responsible for the disbursement of grant funds described in WIOA Sec. 107(d)(12)(B)(i)(III), as determined by the chief elected official or the Governor under WIOA Sec. 107(d)(12)(B)(i). (§ 679.560(b)(14))
- Provide a copy of the local procurement policies and procedures and describe the competitive procurement process that will be used to award the subgrants and contracts for WIOA Title I activities. (§ 679.560(b)(15))

B. Physical Accessibility

- Describe how entities within the one-stop delivery system, including one-stop operators and the one-stop partners, will comply with WIOA Sec. 188, if applicable, and applicable provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) regarding the physical and programmatic accessibility of facilities, programs and services, technology and materials for individuals with disabilities, including providing staff training and support for addressing the needs of individuals with disabilities. (§ 679.560(b)(5)(iii))
- Provide copies of executed cooperative agreements (as applicable) which define how all local service providers, including additional providers, will carry out the requirements for integration of and access to the entire set of services available in the local one-stop system, with respect to efforts that will enhance the provision of services to individuals with disabilities. (§679.560(b)(13))
 - This may include cross training of staff, technical assistance, use and sharing of information, cooperative efforts with employers and other efforts at cooperation, collaboration and coordination.

C. Plan Development and Public Comment

- Describe the process used by the Local Board, consistent with WIOA Sec. 108(d), to provide a 30-day public comment period prior to submission of the plan, including an opportunity to have input into the development of the local plan, particularly for representatives of businesses, education and labor organizations. (§ 679.560(b)(19))
- Provide a summary of the public comments received and how this information was addressed by the CEO, partners and the Local Board in the final plan.
- Provide information regarding the local plan modification procedures.

APPENDIX ITEM I

