#### Supplemental Guidance to the Governor's Guidelines for Program Year 2016 (State Fiscal Year 2017)

April 6, 2016



#### **WEBINAR OVERVIEW**

- ▶ Background and context
- ► Supplemental Guidance for PY16/FY17
- ▶ Revision 1 of Governor's Guidelines
- ▶ Forms and templates
- ▶ Recap of timelines for PY16/FY17
- ▶Q&A

#### **BACKGROUND AND CONTEXT**

- Governor's Guidelines initially issued in December 2015
- Purpose of Governor's Guidelines:
  - Fulfill WIOA requirement
  - Optimize service quality and value
  - Establish ground rules and timelines for MOU negotiations, cost sharing and reporting outcomes

# BACKGROUND AND CONTEXT (CONT.)

- 1. On January 28, 2016, Feds delayed effective date of infrastructure funding to PY17/FY18, which means:
  - Local areas have until July 1, 2017 to agree upon cost sharing for comprehensive one-stop center infrastructure costs following the *new* WIOA requirements.
  - https://www.doleta.gov/WIOA/FAQs.cfm
- 2. IWIB extended timelines for MOU negotiations for PY16/FY17 only

# BACKGROUND AND CONTEXT (CONT.)

- ► Supplemental Guidance to Governor's Guidelines for PY16/FY17 issued in March 2016
- Governor's Guidelines Revision 1 issued simultaneously

### SUPPLEMENTAL GUIDANCE FOR PY16 PURPOSE

- Provide alternative timeline for MOU negotiations and associated reports for PY16/FY17 only
- 2. Provide additional information regarding negotiations of shared costs that apply for PY16/FY17 *only*
- 3. Identify "individual designated by the Governor" as Mike Baker, Commerce, for PY16/FY17
- 4. Also issue "Revision 1" to the Governor's Guidelines

# SUPPLEMENTAL GUIDANCE ALTERNATIVE TIMELINE FOR PY16/FY17

Activity for All Years in Which an MOU is Negotiated	Adjusted Timeline for PY16/FY17
Local MOU negotiation begins	March 1, 2016
Local boards provide draft budgets to Mike Baker	April 30, 2016
90-day negotiation period for MOUs ends	May 31, 2016
Required outcome reports (Appendix Item 11 in Governor's Guidelines – Revision 1, March 2016)	May 31, 2016
For local areas unable to reach agreement on MOUs, a 45-day remediation period begins	June 1, 2016
A signed MOU must be submitted to Mike Baker	July 15, 2016
For local areas unable to reach agreement on MOUs, a 45-day remediation period ends; reasons for the impasse are referred to the U.S. Secretary of Labor and any other relevant agency	July 15, 2016

### SUPPLEMENTAL GUIDANCE FEDERAL CLARIFICATION ON COST SHARING

Q: Will the specific WIOA requirements for local agreements for funding the one-stop infrastructure costs apply in PY16/FY17?

A: No. The specific requirements for the local funding agreements, which are related to how the shared and infrastructure costs of the one-stop service delivery system will be paid by the one-stop partners, need not be satisfied in the funding agreements for PY16/FY17. States and local areas may continue to negotiate local funding agreements as they have been doing under WIA for purposes of PY16/FY17. However, the local funding agreements must satisfy the requirements of section 121(h) of WIOA for purposes of funding the one-stop system in PY17/FY18.

### SUPPLEMENTAL GUIDANCE FEDERAL CLARIFICATION ON COST SHARING

Q: What happens if the local areas fail to reach an agreement for funding the one-stop system in PY16/FY17?

A: In the event of failure to reach an agreement for funding the one-stop system in PY16/FY17, the state funding mechanism will not yet be applicable as the alternative, as it will not be implemented until PY17/FY18. Therefore, if a local area fails to reach an agreement for funding the one-stop system in PY16/FY17, the one-stop partners must continue to use whatever process they have been using under WIA to resolve disputes of funding the one-stop delivery system during PY16/FY17.

### SUPPLEMENTAL GUIDANCE REGARDING SHARED COSTS FOR PY16

- Negotiation of local cost sharing must be part of local MOU negotiations as they were under WIA.
- 2. All local partners are required to contribute their agreed-upon fair share of local service delivery system costs for PY16/FY17 through cash or accepted in-kind resources.
- Local partners that have contributed their proportionate share of local service delivery system costs under WIA in the past should continue to make these contributions for PY16/FY17.
- 4. Draft budgets are due April 30, 2016 to Mike Baker, <a href="Michael.Baker@Illinois.gov">Michael.Baker@Illinois.gov</a>, using the required Excel spreadsheet.
- 5. The same processes that were used under WIA to resolve disputes should continue to be used for PY16/FY17.

#### **QUESTIONS OF CLARIFICATION**

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## GOVERNOR'S GUIDELINES – REVISION 1 PURPOSE

- 1. Provide templates and additional resources:
  - a. MOU template (required)
  - b. Example MOU language (optional)
  - Local service matrix for service delivery in comprehensive one-stop centers (required)
  - d. Standard budget format/Excel spreadsheet (required)
  - e. FTE calculations (required)
- 2. Clarify requirements for the use of in-kind contributions toward shared costs
- 3. Make other minor technical revisions

#### **MOU TEMPLATE (SAMPLE)**

III. VISION FOR THE SYSTEM (GOVERNOR'S GUIDELINES, SECTION 1, ITEM 1(b))

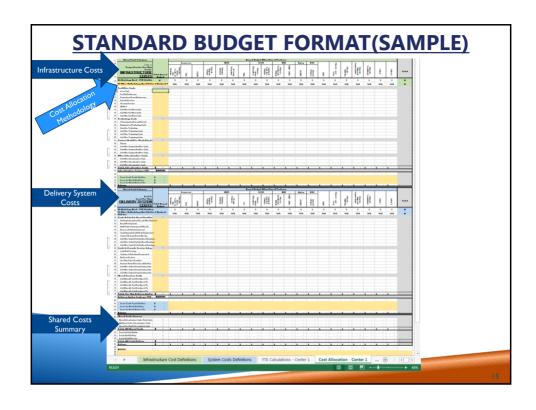
- Describe the shared vision for the local one-stop delivery system (vision must be consistent with federal, state, regional, and local planning priorities as well as the Governor's Guidelines)
- · Define what aspects of the vision are currently in place
- Outline the steps to be taken and general timeliness for implementing the aspects of the vision that are not currently in place

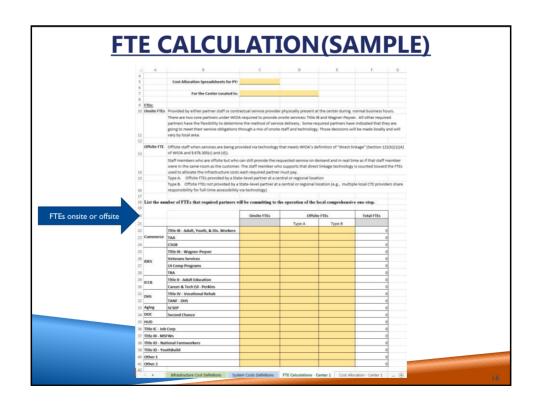
#### EXAMPLE LANGUAGE IN SUPPORTING DOCUMENT Section III, Vision for the System, Section I, Item I (b)

This MOU supports the vision to ensure collaboration among education, workforce, economic development and required partners as they provide program participants the ability to move along their chosen career pathway, leading to high paying jobs in growing sectors of the economy that offer long-term opportunities for stable employment and ultimately assist businesses in Illinois to be competitive in a global economy.

#### **LOCAL SERVICE MATRIX (SAMPLE)**

Required Partners	Eligibility for Title IB	Outreach, intake, orientation	Skills and supportive service needs assessment	Labor exchange services	Program coordination and referral	Labor market information	Training provider performance and cost information	Performance info for the local area as a whole	Info on the availability of supportive services and referrals	Info and Assistance with UI claims	Assistance establishing eligibility for financial aid	Employment retention services	Follow-up services for Tide IB customers
Title IB													
Adult Education and Family Literacy													
Employment Programs under Wagner-Pevser													
Vocational Rehabilitation													
Post-secondary Career and Technical Education under Perkins													
Trade Adjustment Assistance (TAA)													
Job Counseling, Training and Placement Services for Veterans													
Community Services Block Grant													
Unemployment Insurance													
Senior Community Services Employment Program (SCSEP)													
Trade Readjustment Assistance (TRA)													
Second Chance													
TANF													
Housing and Urban Development Employment and Training Activities													
Migrant and Seasonal Farmworkers													
Job Corps													
National Farmworker Jobs Program													
YouthBuild													





	RT OF OUTCOMES (SAMPLE)  APPENDIX HIEM II TO GOVERNOR'S GUIDELINES			
	REPORT OF OUTCOMES FROM LOCAL MOUNEGOTIATIONS  Local Workforce Innovation Area:  Notice is provided to the Governor as required by 20 CFR 678.725 that the local partners			
eached consensus	Notice is provided to the Governor as required by 20 CFR 678.725 that the local partners in this local area have reached consensus on a memorandum of understanding (MOU), including how comprehensive one-stop center infrastructure costs will be funded for the year beginning July 1,			
	Notice is provided to the Governor as required by 20 CFR 678.725 that, despite every effort, the local partners in this local area did not reach consensus on a local memorandum of understanding for the period beginning duty 1,			
Failed to reach	Failure to agree for reasons other than infrastructure costs			
consensus	Listed below are the program partners that did not agree and the main reasons for their inability to agree.			
	Program Partner Name Reasons 1. 2.			
	Failure to agree on one-stop center infrastructure costs			
	The inability to reach agreement was because one or more partners do not agree with how comprehensive one-stop center infrastructure costs will be funded for the year beginning July 1,			
	Program Partner Name   Reasons			
	Signatures:			
	Chair, Local Worldorce Innovation Board			
	Chief Elected Official Chief Elected Official			
	Chief Elected Official Chief Elected Official			
	Chief Elected Official			



#### **RESOURCES**

## WIOA Implementation Portal Documents & Updates

https://www2.illinoisworknet.com/WIOA/Outreach/Pages/Public-Documents.aspx

#### WIOA FREQUENTLY ASKED QUESTIONS

https://www2.illinoisworknet.com/WIOA/Outreach/Pages/Advisory-Group-FAQ.aspx