

XI. ASSURANCES AND ATTACHMENTS

ASSURANCES AND ATTACHMENTS – PLANNING PROCESS AND PUBLIC COMMENT

	STATEMENT	REFERENCE	DOCUMENTATION and COMMENTS
1.	The state established processes and timelines, consistent with WIA Section 111(g) – and, where appropriate, 20 CFR 641.325 (g) – to obtain input into the development of the Integrated Workforce Plan and to give opportunity for comment by representatives of local elected officials, local workforce investment boards, businesses, labor organizations, other primary stakeholders, and the general public.	WIA Sections 112(b)(9), 111(g) 20 CFR 661.207 20 CFR 661.220(d) 20 CFR 641.325(f), (g), (h), 20 CFR 641.335	Please see the Preface for the process and timelines for input and development of the plan. The WPA Ag Plan and SCSEP state plans both received public comment and those comments can be accessed in Appendix L and M respectively.
2.	The state afforded opportunities to those responsible for planning or administering programs and activities covered in the Integrated Workforce Plan to review and comment on the draft plan.	WIA Sections 112(b)(9), 111(g) 20 CFR 661.207 20 CFR 661.220(d)	Please see the Preface for the opportunities for public comment on the draft plan. All responsible and interested parties were given the opportunity to submit comments on the draft plan for the State Board’s consideration.
3.	The final Integrated Workforce Plan and State Operational Plan are available and accessible to the general public		The State Strategic Workforce Development Plan is available and accessible to the general public on the on the State Board website http://cwib.ca.gov/State_Plan_2013.htmv .
4.	The state afforded the State Monitor Advocate an opportunity to approve and comment on the Agricultural Outreach Plan. The state solicited information and suggestions from WIA 167 National Farmworker Jobs Program grantees, other appropriate MSFW groups, public agencies, agricultural employer organizations, and other interested organizations. At least 45 days before submitting its final	WIA Sections 112(b)(9), 111(g) 20 CFR 661.207 20CFR 661.220(d) 20 CFR 653.107 (d) 20 CFR 653.108(f)	Please see Appendix L.

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	<p>outreach, the State provided a proposed plan to the organizations listed above and allowed at least 30 days for review and comment. The State considered any comments received in formulating its final proposed plan, informed all commenting parties in writing whether their comments have been incorporated and, if not, the reasons therefore, and included the comments and recommendations received and its responses with the submission of the plan.</p>		
5.	<p>In the development of the plan, the state considered the recommendations submitted by the State Monitor Advocate in the annual summary of services to Migrant and Seasonal Farmworkers.</p>	<p>20 CFR 653.108(t)</p>	<p>The EDD-WSB did consult with the State Monitor Advocate and incorporated his recommendations into the Ag Plan in Appendix L.</p>
6.	<p>The state established a written policy and procedure to ensure public access (including people with disabilities) to board meetings and information regarding board activities, such as board membership and minutes.</p>	<p>WIA Sections 111(g), 112(b)(9), 117(e) 20 CFR 661.207</p>	<p>Government Code Section 11135 The Bagley Keene Open Meeting Act The Ralph M. Brown Act.</p>
7.	<p>Where SCSEP is included in the Integrated Workforce Plan, the state established a written policy and procedure to obtain advice and recommendations on the State Plan from representatives of the State and area agencies on aging; State and LWIBs under the WIA; public and private nonprofit agencies and organizations providing employment services, including each grantee operating a SCSEP</p>	<p>20 CFR 641.315(a)(1-10), 641.325 (f), (g), (h)</p>	<p>The SCSEP state plan and public comment can be accessed via the CDA website http://www.cda.ca.gov/ProgramsProviders/SCSEP/California_SCSEP_State_Plan-PY-2012-2015.asp.</p>

	<p>project within the state, except as provided under Section 506 (a)(3) of OAA and 20 CFR 641.320(b); Social service organizations providing services to older individuals; Grantees under Title III of OAA, Affected Communities, Unemployed older individuals, Community-based organizations serving older individuals; business organizations and labor organizations</p>		
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ASSURANCES AND ATTACHMENTS - REQUIRED POLICIES AND PROCEDURES

	STATEMENT	REFERENCE	DOCUMENTATION and COMMENTS
8.	<p>The state made available to the public state-imposed requirements, such as state-wide policies or guidance, for the statewide public workforce system, including policy for the use of WIA title I statewide funds.</p>	<p>WIA Sections 112(b)(2), 129, 134 20 CFR 665.100</p>	<p>WIAD04-18 TITLE 1 ELIGIBILITY (pages 2-3) -“The LWIAs have opted for a variety of ways to comply with the State’s requirement to make their policies, procedures, interpretations, guidance, and definitions available to all front line staff responsible for determining eligibility. The TAG was formatted to allow LWIAs to use form fields to incorporate their policies, procedures, interpretations, guidance, and definitions...”</p> <p>RWIAD04-18 WIA ELIGIBILITY TECHNICAL ASSISTANCE GUIDE (pages 20-21, 24, 28, 31-32, 57-58) p.20 -“Unless the LWIB determines that funds are not limited in the LWIA, priority for intensive and training services must be given to recipients of public assistance and other low-income individuals....”</p>
9.	<p>The state established a written policy and procedure that identifies circumstances that might present a conflict of interest for any state or local workforce investment board member or the entity that s/he represents, and provides for the resolution of conflicts. The policy meets the requirements of WIA Sections 111(f) and 117(g).</p>	<p>WIA Sections 112(b)(13), 111(f), 117(g)</p>	<p>Members of the State Board are subject to a comprehensive body of state law governing conflict of interest (Gov. Code 81000-91014). Pursuant to State and Federal law, the State Board has adopted and promulgated a Conflict of Interest Code. State Board members, including designees, are required to file a statement of economic interests with the California Fair Political Practices Commission and provide a copy to the State Board staff organization. The statements of economic interests are governed by State law and indicate the specific kinds of financial information members of the State Board will have to disclose. State Board members are required to file their conflict of interest statements annually. Local Boards are responsible for adopting their own Conflict of Interest code.</p> <p>CALIFORNIA GOVERNMENT CODE SEC. 87300-87314 “87302.6. Notwithstanding Section 87302, a member of a</p>

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			board or commission of a newly created agency shall file a statement at the same time and in the same manner as those individuals required to file pursuant to Section 87200. A member shall file his or her statement pursuant to Section 87302 once the agency adopts an approved conflict-of-interest code.”
10.	The state has established a written policy and procedure that describes the state’s appeals process available to units of local government or grant recipients that request, but are not granted, designation of an area as a LWIA under WIA Section 116.	WIA Sections 112(b)(15), 116(a)(5) 20 CFR 661.280 20 CFR 667.700	WSB08-4 GRIEVANCE AND COMPLAINT PROCEDURES (pages 4-12) p. 4 - “At all levels of the grievance or complaint process, complainants have the right to be represented, at their own expense, by a person(s) of their choosing. Grievances or complaints must be filed within one year of the alleged violation. All grievances or complaints, amendments, and withdrawals must be in writing. All persons filing grievances or complaints shall be free from restraint, coercion, reprisal, or discrimination.”
11.	The state established written policy and procedures that describe the state’s appeal process for requests not granted for automatic or temporary and subsequent designation as a local workforce investment area.	20 CFR 667.640 20 CFR 662.280	WIAD05-2 LOCAL AREA MODIFICATION PROCESS
12.	The state established a written policy and procedure that set forth criteria to be used by chief elected officials for the appointment of local workforce investment board members.	WIA Sections 112(b)(6), 117(b) 20 CFR 661.300(a), 20 CFR 661.325	WIAD06-21 WORKFORCE TRAINING ACT (SB 293) IMPLEMENTATION GUIDANCE (pages 2 - 4) p.2 - “POLICY AND PROCEDURES: LWIB Membership Requirement: UI Code 14202 describes the mandatory composition of LWIBs. Most of this section reiterates federal law with some minor changes; however, Section 14202(c) constitutes a significant change. It provides for “Representatives of labor organizations nominated by local labor federations, including a representative of an apprenticeship program. At least 15 percent of LWIB members shall be representatives of labor organizations unless the local labor federation fails to nominate enough members. If this occurs, then at least 10 percent of the LWIB members shall be representatives of labor organizations.” CALIFORNIA UNEMPLOYMENT INSURANCE CODE SECTION 14200-14211 14202: “Membership of the LWIB shall be appointed by the local chief elected official using criteria established by the Governor and the board, and shall include: (a) Representatives of business in the LWIA appointed from among individuals nominated by local business organizations and business trade associations and that reflect employment opportunities of the LWIA. Business representatives shall be owners of businesses, chief executives, or operating officers of businesses or other business executives, including human resources executives, or employers with optimum policymaking or hiring authority.

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			(b) Representatives of local educational entities, including representatives of local educational agencies, local school boards, entities providing adult education and literacy activities, public and private postsecondary educational institutions, including representatives of community colleges, selected from among individuals nominated by regional or local educational agencies, institutions, or organizations representing local educational entities.”
13.	The state established written policy and procedures to ensure local workforce investment boards are certified by the governor every two years.	WIA Sec 117(c) 20 CFR 661.325	WSB10-9 LWIB RECERTIFICATION AND DECERTIFICATION (pages 2-4) p.3 -“The WIA Section 117(c)(2) and CUI Section 14200(b) provide the federal requirement that the Governor shall, once every two years, certify one LWIB for each LWIA in the State. Accordingly, the Governor must decide, once every two years, whether or not to recertify the existing LWIB of each LWIA. A LWIB may be recertified if it has met the required membership and performance criteria, as stated in WIA Section 117(c)(2)(B),for PY 2009-10.”
14.	Where an alternative entity takes the place of an SWIB, the state has written policy and procedures to ensure the alternative entity meets the definition under Section 111(e) and the legal requirements for membership.	WIA Sections 111(e), (b) 20 CFR 661.210	N/A
15.	Where the alternative entity does not provide representative membership of the categories of required SWIB membership, the state has a written policy or procedure to ensure an ongoing role for any unrepresented membership group in the workforce investment system. (Only applicable in cases where a state uses an alternative entity as its SWIB, and that entity does not provide for representative membership by individuals in the categories required by WIA sec. 111(b).)	WIA Sections 111(b), (e) 20 CFR 661.210(c)	N/A
16.	When applicable, the state takes any action necessary to assist LWIAs in developing and implementing the One-Stop system.	WIA Sections 112(b)(14), 134(c) WPA Section 8(c)	WSB10-15 LOCAL PLAN MODIFICATION PY 2011-12 (pages 2-4) p.3 - “Title 20 CFR Part 661.355 states that the Governor must establish procedures governing the modification of Local Plans. Accordingly, the State Board and the EDD, acting under the authority of the Governor established guidelines within this directive for modifying Local Plans. These guidelines ensure LWIBs have approved plans to be eligible to receive WIA funds for administering the One-Stop Career Center System and delivering services to its customers.”
17.	The state established procedures for determining initial and subsequent eligibility of training providers.	WIA Sections 112(b)(17)(A)(iii), 122, 134(d)(4) 20 CFR 663.515, 663.535	WIAD06-15 ELIGIBLE TRAINING PROVIDER LIST (pages 1-3) p.2 - “With the exception of certain types of customized and on-the-job training, only training providers through their training programs listed on the ETPL are eligible to receive WIA funds to train adults and dislocated workers.

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			In order to be listed on the ETPL, training providers must submit an application to the LWIB in any Local Workforce Investment Area in which the training provider desires to offer programs and services.”
18.	All partners in the workforce and education system described in this plan will ensure the physical, programmatic, and communications accessibility of facilities, programs, services, technology, and materials for individuals with disabilities in One-Stop Career Centers.	WIA Section 188 WPA Section 8(b) 29 CFR part 37 20 CFR 652.8(j)	WSB10-1 NONDISCRIMINATION AND EQUAL OPPORTUNITY PROCEDURES (page 7) - “The recipients must ensure the accessibility to their training programs, activities and support services for all individuals, and must administer their training programs, activities and services in the most integrated setting appropriate to the needs of qualified individuals with disabilities. This includes employment tests or other selection criteria used by recipients that do not screen out individuals with disabilities, and training programs accessible to individuals with visual, hearing, or speech impairments. The recipients must provide means for individuals with disabilities to receive information about availability of facilities accessible to them. Additionally, recipients must provide auxiliary aids, services and reasonable accommodations to qualified individuals with disabilities to enable them to perform duties of the job (e.g., special aids, modified work sites, or restructuring of jobs).”
19.	The state ensures that outreach is provided to populations and sub-populations who can benefit from One-Stop services.	WIA Section 188 29 CFR 37	RWIAD04-18 WIA ELIGIBILITY TECHNICAL ASSISTANCE GUIDE
20.	The state implements universal access to programs and activities to all individuals through reasonable recruitment targeting, outreach efforts, assessments, services delivery, partnership development, and numeric goals.	WIA Section 188 29 CFR 37.42	<p>California is the nation’s most populous state, with the largest, most diverse labor force. The unique demographics of each LWIA in California require different methods of ensuring universal access. The State Board supports the idea that LWIAs are best positioned to implement solutions that meet the needs of their local communities.</p> <p>The EDD WSB produces the Workforce Investment Act Eligibility Technical assistance Guide (TAG) for use by LWIBs to ensure consistency in program eligibility providing a structured, simplified process for implementing universal access in conformity with state and federal law. The WIA TAG may be accessed at http://www.edd.ca.gov/Jobs_and_Training/pubs/rwiad04-18.pdf All LWIBs are encouraged to fully engage partner programs and faith-based and CBOs to assist in the leveraging of resources. LWIBs are encouraged to collaborate and pool resources where appropriate to improve their workforce investment systems. Technical assistance is also provided through the EDD WSB’s on-line WIA Q&A website, monthly WIA Advisory Group meetings with EDD WSB management, and the EDD WSB Regional Advisors.</p> <p>California is committed to ensuring persons with disabilities have physical and programmatic access to the One Stop system and services. The State Board and One-Stops promote universal access in order to achieve full</p>

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			compliance with State and federal laws and to increase employment of people with disabilities
21.	The state complies with the nondiscrimination provisions of Section 188, including that Methods of Administration were developed and implemented.	WIA Section 188 29 CFR 37.20	WSB10-1 NONDISCRIMINATION AND EQUAL OPPORTUNITY PROCEDURES
22.	The state collects and maintains data necessary to show compliance with nondiscrimination provisions of Section 188.	WIA Section 185	WSB10-1 NONDISCRIMINATION AND EQUAL OPPORTUNITY PROCEDURES
23.	For WIA Single-Area States only, the state has memorandums of understanding between the local workforce investment board and each of the One-Stop partners concerning the operation of the One-Stop delivery system in the LWIA.	WIA Sections 112(b)(5), 116(b), 118(b)(2)(B), 20 CFR 661.350(a)(3)(ii)	<i>Not applicable to California.</i>

ASSURANCES AND ATTACHMENTS - ADMINISTRATION OF FUNDS

	STATEMENT	REFERENCE	DOCUMENTATION and COMMENTS
24.	The state established written policy and procedures that outline the methods and factors used in distributing funds, including WIA Adult, Dislocated Worker, and Youth formula and rapid response funds. The policy establishes a process for funds distribution to LWIAs for youth activities under WIA Section 128(b)(3)(B), and for adult and training activities under WIA Section 133(b), to the level of detail required by Section 112(b)(12)(a). In addition, the policy establishes a formula, prescribed by the governor under Section 133(b)(2)(B), for the allocation of funds to LWIAs for dislocated worker employment and training activities.	WIA Sections 111(d)(5), 112(b)(12)(A), (C), 128 (b)(3)(B), 133(b)(2)(B), 133(b)(3)(B) 20 CFR 661.205(e)	WIAD02-13 DISLOCATED WORKER 25 PERCENT FUND REQUIREMENTS (page 4) - The State must reserve an adequate amount of 25 percent funds for Rapid Response activities. The balance may be used to assist LWIAs that experience increased numbers of unemployed individuals due to natural disasters, plant closings, mass layoffs or other events that precipitate substantial increases in the number of unemployed individuals. These funds are intended for provision of WIA allowable direct services to participants. They may be directed to those areas that do not have sufficient local funds to assist the dislocated workers. WIAD04-6 30 PERCENT EXPENDITURE REQUIREMENT—YOUTH FORMULA FUNDS (page 2) - The WIA contains a requirement in Section 129(c)(4)(A) that, at a minimum, 30 percent of Youth formula funds allocated to each LWIA for Youth program activities must be spent on out-of-school youth activities. Out-of-school youth is defined in Section 101(33). The WIA regulations in 20 CFR Section 664.320(a) further refine the requirement by stating that the 30

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			<p>percent applies to the LWIA's allocation less actual LWIA expenditures from the Youth allocation for administrative purposes. This requirement has been in effect since the beginning of the WIA program even though formal policies or procedures were never issued by the State.</p> <p>(pages 2-4) - <i>Determining the Requirement Amount, Meeting the 30 Percent Expenditure Requirement, and Consequences of Failure to meet the expenditure requirements.</i></p> <p>WIAD05-18 DISLOCATED WORKER 25 PERCENT FUNDING POLICY (page 3) - The State will set aside 25 percent of the State's WIA dislocated worker funding for California's Rapid Response System and for Additional Assistance to dislocated workers in the LWIAs. One-half of the Dislocated Worker 25 Percent set-aside (i.e., 12.5 percent of the State's total dislocated worker allocation) is reserved for Rapid Response activities and one-half (i.e., 12.5 percent) is reserved for Additional Assistance to LWIAs, as permitted in WIA.</p>
24a.	For Dislocated Worker funding formulas, the state's policy and procedure includes the data used and weights assigned. If the state uses other information or chooses to omit any of the information sources set forth in WIA when determining the Dislocated Worker formula, the state assures that written rationale exists to explain the decision.	WIA Section 133(b)(2)(B) 20 CFR 667.130(e)(2)(i)-(ii)	<p>WIAD00-3 ADULT AND DISLOCATED WORKER SPLIT FUNDING FOR PY 2000</p> <p>WIAD01-10 FUNDS UTILIZATION REQUIREMENTS FOR WIA FUNDS</p> <p>WIAD02-13 DISLOCATED WORKER 25 PERCENT FUND REQUIREMENTS</p>
25.	The state established a written policy and procedure for how the individuals and entities represented on the SWIB help to determine the methods and factors of distribution, and how the state consults with chief elected officials in local workforce investment areas throughout the state in determining the distributions.	WIA Sections 111(d)(5), 112(b)(12)(A), 128(b)(3)(B), 133(b)(3)(B), 20 CFR 661.205(e)	State Workforce Development Plan 2013-2017 Chapter VII.
26.	The state established written policy and procedures for any distribution of funds to local workforce investment areas reserved for rapid response activities, including the timing and process for determining whether a distribution will take place.	WIA Sections 133(a)(2), 134(a)(2)(A) 20 CFR 667.130(b)(2), (e)(4), 665.340	WSB09-13 REVISED RAPID RESPONSE ON-SITE VISIT REPORT (page 2) - Beginning in 2003, the California Workforce Investment Board (State Board) convened a workgroup to consider the process for allocating RR funds to the LWIAs. The workgroup

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		<p>determined that the level of recorded employer site visits, for required RR activities, should be a factor in determining a LWIA’s base RR allocation. The Workforce Services Division (WSB) revised the form used to collect information on these site visits (RR 121 Report) in response to requests from LWIAs to simplify and streamline the form currently being utilized. The revised draft form was presented to RR Roundtables and feedback was very positive. The goals of these changes are to provide accurate information concerning the scope and volume of California RR activities and to establish a reliable and efficient mechanism for calculating RR funding allocations to LWIAs.</p> <p>WSB07-2 SFP—RAPID RESPONSE SPECIAL PROJECTS FUNDING FOR PY 2007-08 Attachment 1 - Categories of Allowable and Unallowable Rapid Response Activities. Attachment 2 - Funding Criteria for Competitively Funded Rapid Response Special Projects</p> <p>WSB10-3 ARRA RAPID RESPONSE FUNDING</p> <p>(page 2) - The WIA Sections 101(38), 112(b)(17)(A)(ii), and 134(a)(2)(A), as implemented by the CFR Sections 665.300 through 665.330, require states to provide funds for RR activities and AA grants to LWIAs which experience a demand for services that exceeds the capacity of existing resources. These funds are apportioned from the WIA Dislocated Worker 25 Percent funding stream. The current California Workforce Investment Board (State Board) policies, which are published in directives, WIAD02-13, WIAD05-18, and WSB07-3, specify that 50 percent of the funds are to be allocated based on a formula for providing RR activities and competitively solicited projects. The remainder of these funds is retained at the State level to provide</p>
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			<p>AA grants through an application process.</p> <p>WIAD02-13 DISLOCATED WORKER 25 PERCENT FUND REQUIREMENTS (page 2) - Two types of grants are allowable under the Dislocated Worker 25 Percent portion of WIA: “Rapid Response” and “Additional Assistance.” Each of these grant types have the unique characteristics described below:</p> <ul style="list-style-type: none"> • Rapid Response activities—planning and delivering immediate services to assist employers and groups of workers affected by mass layoffs, permanent business closures, or natural or other disasters. Typically, these activities involve the provision of information with limited individual intervention. Under these grants, participants are not enrolled in the WIA program. • Additional Assistance to LWIAs that have insufficient resources to address disasters, mass layoffs or plant closings or other events that precipitate substantial increases in the number of unemployed individuals. The services are provided to individuals. Participants are enrolled in the WIA program. <p>(page 4) - The State must reserve an adequate amount of 25 percent funds for Rapid Response activities. The balance may be used to assist LWIAs that experience increased numbers of unemployed individuals due to natural disasters, plant closings, mass layoffs or other events that precipitate substantial increases in the number of unemployed individuals. These funds are intended for provision of WIA allowable direct services to participants. They may be directed to those areas that do not have sufficient local funds to assist the dislocated workers.</p>
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<p>27.</p>	<p>The state established written policy and procedures to competitively award grants and contracts for WIA Title I activities.</p>	<p>WIA Section 112(b)(16)</p>	<p>WIAD06-23 REGIONAL AND LOCAL INCENTIVE AWARDS</p> <p>(pages 2-3) - The State Board will accept applications for an RC/LC incentive award for an existing or a planned project that supports the Business Services Criteria (Attachment, Appendix A). A Local Board may be a partner to one regional cooperation application, or may independently submit one local coordination application. However, a Local Board will be eligible for an incentive award in one category only. Completing a Memorandum of Understanding (MOU) with all local partners is a priority for the State. Therefore, Local Boards that do not have a MOU with all of the required WIA partners are not eligible for a state incentive grant for local coordination of activities per Title 20 CFR Section 662.310. However, the State will consider for eligibility a demonstration of "best efforts" by the Local Boards to secure MOUs. The local chief elected official (CEO) of a unit of general local government designated as a LWIA shall be liable to the Employment Development Department (EDD) for all funds not expended in accordance with the WIA, and shall return to the EDD all of those funds. If there is more than one unit of general local government in a LWIA, Page 3 of 4 the CEO will be an individual designated under an agreement executed by the CEOs of the local units of government. The designated Local Board designee/representative participating in a LWIA eligible effort must sign the application and the associated CEOs or their designees must accept fiscal responsibility for the incentive funds they receive. An original application with signatures, three hard copies, and an electronic copy saved on a diskette must be submitted to the State Board. In the case of a regional application, only one Local Board needs to submit the required copies for the other Local Board partners.</p> <p>WSB10-12 ON-THE-JOB TRAINING NATIONAL EMERGENCY GRANT</p>
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			<p>REQUIREMENTS</p> <p>(page 2) - National Emergency Grants are discretionary grants awarded by the Secretary of Labor under WIA Section 173 to provide employment-related services for dislocated workers. They are intended to temporarily expand service capacity at the state and local levels by providing time-limited funding assistance in response to significant dislocation events. Significant events include plant closures and mass layoffs which create a sudden need for assistance that cannot be accommodated within the ongoing operations of the dislocated worker program, including statewide activities and Rapid Response funds. The Secretary of Labor has recognized the impact of the current recession on the national workforce as a significant dislocation event for purposes of authorizing one-time ARRA-funded assistance.</p> <p>(these are examples of State policy and procedures to competitively award grants)</p>
28.	The state established written criteria to be used by local workforce investment boards in awarding grants for youth activities, including criteria that the governor and local workforce investment boards will use to identify effective and ineffective youth activities and providers of such activities.	WIA Sections 112(b)(18)(B), 123, 129	<p>WIAD04-6 30 PERCENT EXPENDITURE REQUIREMENT – YOUTH FORMULA FUNDS</p> <p>WIAD01-15 YOUTH SERVICE ELIGIBLE PROVIDER LIST</p> <p>WIAD00-7 STANDARDS FOR OVERSIGHT AND INSTRUCTIONS FOR SUBSTATE MONITORING</p>
29.	The state established written criteria for a process to award a grant or contract on a competitive basis for Summer Youth Employment Opportunities element of the local youth program, where a provider is other than the grant recipient/fiscal agent.	WIA Sections 123, 129(c)(2)(C) 20 CFR 664.610.	<p>WSB09-17 2010 ARRA SUMMER YOUTH EMPLOYMENT PROGRAM (page 3) - “If providers other than the grant recipient/fiscal agent provide summer employment, these providers must be selected through a competitive process. Accordingly, the LWIAs should document all actions or steps taken to fulfill the youth procurement requirements included in WIA Section 123 and 20 CFR 664.610.”</p>

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30.	The state distributes adult and youth funds received under WIA equitably throughout the state, and no LWIAs suffer significant shifts in funding from year-to-year during the period covered by this plan.	WIA Section 112(b)(12)(B)	WIAD01-10 FUNDS UTILIZATION REQUIREMENTS FOR WIA FUNDS (page 3) - "An equitable share amount based on the original allocation percentage will be used to reallocate funds."
31.	The state established written fiscal-controls and fund-accounting procedures and ensures such procedures are followed to ensure the proper disbursement and accounting of funds paid to the state through funding allotments made for WIA Adult, Dislocated Worker, and Youth programs, and the Wagner-Peyser Act.	WIA Sections 112(b)(11), 127, 132, 184 WPA Sections 9(a), (c) 20 CFR 652.8(b), (c)	<p>WSB09-11 QUARTERLY AND MONTHLY FINANCIAL REPORTING REQUIREMENTS</p> <p>WIAD00-7 STANDARDS FOR OVERSIGHT AND INSTRUCTIONS FOR SUBSTATE MONITORING</p> <p>WIAD03-10f ALLOWABLE COSTS</p> <p>WIAB99-2 WIA INITIAL LOCAL PLANNING GUIDANCE (page 16) - "The LWIB and its staff assure that it will establish, in accordance with Section 184 of the Workforce Investment Act, fiscal control and fund accounting procedures necessary to ensure the proper disbursement of, and accounting for, funds provided to the LWIB through the allotments made under Sections 127 and 132. [WIA, Section 112(b)(11)]"</p>
32.	The state ensures compliance with the uniform administrative requirements in WIA through annual, onsite monitoring of each LWIA.	WIA Sections 184(a)(3), (4) 20 CFR 667.200, .400(c)(2), 667.410	<p>WIAD00-7 STANDARDS FOR OVERSIGHT AND INSTRUCTIONS FOR SUBSTATE MONITORING</p> <p>WIA Nondiscrimination and Equal Opportunity Self-Assessment Guide (page 20) - Addendum Part 1, Section E: "The Physical and Program Access Self-Assessment will, as a part of the monitoring process, be completed at least once annually in order to identify and correct problems as they arise."</p>
33.	The state follows confidentiality requirements for wage and education records as required by the Family Educational Rights and Privacy Act of 1974 (FERPA), as amended, WIA, and applicable Departmental regulations.	WIA Sections 136(f)(2), (f)(3), 122, 185(a)(4)(B) 20 USC 1232g 20 CFR 666.150 20 CFR part 603	<p>WIA Q & A - Administration</p> <p>ADM-WIA29 – (EDD answer to question), "What are the rules for maintaining the confidentiality of client information under WIA?"</p>

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			<p>WIAB99-2 WIA INITIAL LOCAL PLANNING GUIDANCE (page 17) - “The LWIB assures that compliance with the confidentiality requirements of WIA, Section 136(f)(3).”</p> <p>WIAD05-10 RELEASE OF CONFIDENTIAL UNEMPLOYMENT INSURANCE INFORMATION</p>
34.	The state will not use funds received under WIA to assist, promote, or deter union organizing.	WIA Section 181(b)(7) 20 CFR 663.730	WSB10-15 LOCAL PLAN MODIFICATION PY 2011-12 (Attachment 1 LOCAL PLAN MODIFICATION QUESTIONS - Assurances B, page 4) - “The LWIB assures that no funds received under the Workforce Investment Act will be used to assist, promote, or deter union organizing.”

ASSURANCES AND ATTACHMENTS – ELIGIBILITY

	STATEMENT	REFERENCE	DOCUMENTATION and COMMENTS
35.	Where the SWIB chooses to establish them, the state established definitions and eligibility documentation requirements regarding the “deficient in basic literacy skills” criterion.	WIA Sections 101(13)(C)(i) CFR 664.205(b)	WIAD04-18 TITLE I ELIGIBILITY RWIAD04-18 WIA ELIGIBILITY TECHNICAL ASSISTANCE GUIDE (page 8) - “documentation requirements regarding the deficient in basic literacy skills requirement criterion may be established at the local level.”
36.	Where the SWIB chooses to establish them, the state established definitions and eligibility documentation requirements regarding “requires additional assistance to complete and educational program, or to secure and hold employment” criterion.	WIA Sections 101(13)(C)(iv) 20 CFR 664. 200(c)(6), 664.210	WIAD04-18 TITLE I ELIGIBILITY RWIAD04-18 WIA ELIGIBILITY TECHNICAL ASSISTANCE GUIDE (page 13) - “documentation requirements related to this criterion may be established at the local level.”
37.	The state established policies, procedures, and criteria for prioritizing adult title I employment and training funds for use by recipients of public assistance and other low-income individuals in the LWIA when funds are limited.	WIA Section 134(d)(4)(E) 20 CFR 663.600	WIAD04-18 TITLE I ELIGIBILITY RWIAD04-18 WIA ELIGIBILITY TECHNICAL ASSISTANCE GUIDE (pages 20-21) – IV. PRIORITY OF WIA SERVICES
38.	The state established policies for the delivery of priority of service for veterans and eligible spouses by the state workforce agency or agencies, local workforce	WIA Sections 112(b)(17)(B), 322 38 USC Chapter 41	WSB08-10 FINAL RULE ON PRIORITY OF SERVICE FOR VETERANS AND ELIGIBLE

	<p>investment boards, and One-Stop Career Centers for all qualified job training programs delivered through the state's workforce system. The state policies:</p> <ol style="list-style-type: none"> 1. Ensure that covered persons are identified at the point of entry and given an opportunity to take full advantage of priority of service; and 2. Ensure that covered persons are aware of: <ol style="list-style-type: none"> a. Their entitlement to priority of service; b. The full array of employment, training, and placement services available under priority of service; and c. Any applicable eligibility requirements for those programs and/ or services. 3. Require local workforce investment boards to develop and include policies in their Local Plan to implement priority of service for the local One-Stop Career Centers and for service delivery by local workforce preparation and training providers. 	<p>20 CFR 1001.120-.125 Jobs for Veterans Act, P.L. 107-288 38 USC 4215 20 CFR 1010.230, 1010.300-.310</p>	<p>SPOUSES</p> <p>WIAD04-18 TITLE I ELIGIBILITY</p> <p>RWIAD04-18 WIA ELIGIBILITY TECHNICAL ASSISTANCE GUIDE (pages 20-21) – IV. PRIORITY OF WIA SERVICES</p> <p>WIA Q & As Services and Training ST-WIA51 – (EDD answer to question), “Are veterans, who receive at least one core service, are unable to obtain employment, and are determined by a One-Stop center operator to be in need of more intensive services, given higher priority to intensive services over non-veterans?”</p> <p>WIA Q & As Eligibility ELIG-WIA32 – (EDD answer to question), “Where can I find information on workforce investment programs benefiting veterans?”</p> <p>EDD WORKFORCE SERVICES POLICY AND PROCEDURE MANUAL Chapter 3 pages 15-16 (veterans outreach); Chapter 11 pages 25-27 (marketing to job seekers)</p> <p>STRATEGIC WORKFORCE DEVELOPMENT PLAN Chapter VII.</p>
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STATEMENT OF ASSURANCES CERTIFICATION

The State, of California certifies on the 29th day of March in 2013 that it complied with all of the required components of the Workforce Investment Act and Wagner-Peyser Act. The State also assures that funds will be spent in accordance with the Workforce Investment Act and the Wagner-Peyser Act and their regulations, written DOLETA guidance implementing these laws, and all other applicable Federal and state laws and regulations.

Marty Morgenstern, Secretary

California Labor and Workforce Development Agency

On behalf of Edmund G. Brown, Jr.

Date