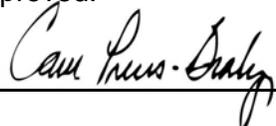


<b>Department of Community College and Workforce Development</b>	Number: 589-20.1
	Revised: 09/25/06
	Page 1 of 2
SUBJECT: Workforce Investment Act Title IB Local Workforce Plan Review, Approval and Modification	Approved: 

Purpose: To establish the process for Department of Community Colleges and Workforce Development (CCWD) review and approval of Workforce Investment Act (WIA) Title I-B Local Workforce Plans, and the procedures governing modifications of Local Workforce Plans.

References: Workforce Investment Act Section 118(c)  
20 CFR 661.330(e)  
20 CFR 661.345  
20 CFR 661.350  
20 CFR 661.355  
20 CFR 662.100(e)  
20 CFR 663.420(c)  
20 CFR 663.430(a)(2)  
20 CFR 664.405(b)  
Local Unifying Workforce Plan and Contract for the Local Workforce Partners  
CCWD WIA Title IB Policy 589-20.10

Policy: WIA Title IB Local Workforce Plans must receive public review and comment prior to submission to the Department of Community Colleges and Workforce Development (CCWD). Plans must be made available to the general public, including representatives of business and labor organizations, and appropriate agencies and organizations through public hearings or other public notice methods. Comments received that represent disagreement with the plan must be provided when the plan is submitted to CCWD. The plan must include documentation of the public meeting where the plan was approved by the Local Workforce Investment Board (LWIB). The minutes must specifically state any public comments received and the response to the comment(s).

Local Workforce Plans will be reviewed by CCWD in accordance with the criteria established in the Local Unifying Workforce Plan and Contract for the Local Workforce Partners.

Modifications to the Plan Budget (*Local Unifying Plan, Attachment C*):

In the event there are adjustments to available formula funding, CCWD will provide instructions on local workforce plan modifications. Resulting changes to the information contained in the Budget, Participant and Performance Plan (Attachment C) page must be approved by the LWIB, documented with meeting minutes, and provided to the CCWD local liaison, for your area, for processing as a local workforce plan modification request.

SUBJECT: Workforce Investment Act Title 1-B Local Workforce Plan review, Approval and Modification	Number: 589-20.1
	Page 2 of 2

Modifications Not Requiring the Local Workforce Investment Board Approval:

Rapid Response or Additional Assistance awards will be made available via local workforce plan modification requests, and in accordance with policy 589-20.10, Distribution of Workforce Investment Act (WIA) Rapid Response and Additional Assistance Funds.

All other awards will be initiated with instruction from CCWD identifying the amount of funds, the source of funding, and identification of information and materials to be provided in the modification request.

Procedure:

Responsibility    Action

- |               |   |
|---------------|---|
| CCWD:         | 1. Provides Local Unifying Workforce Plan and Contract guidelines for the Local Workforce Partners.   |
| Subrecipient: | 2. Makes the Local Workforce Plan available for review, comment and input by members of the Local Workforce Investment Board, members of the public, including representatives of business and representatives of labor organizations, appropriate local education agencies, and other public agencies in the local area prior to submission of the Local Workforce Plan. |
|               | 3. Allows comments to be submitted on the proposed Local Workforce Plan for at least 30 days, beginning on the date on which the proposed plan is made available.   |
|               | 4. Maintains documentation of the public meeting where the plan was approved by the LWIB. The minutes must specifically state any public comments received and the response to the comment(s).  |
|               | 5. Includes with the plan submitted to CCWD any such comments that represent disagreement with the plan.  |
|               | 6. Submits Local Workforce Plan to CCWD local liaison.  |
| CCWD:         | 7. Reviews Local Workforce Plans to ensure compliance with guidelines and requirements of WIA and its implementing regulations. Presents recommendations to the Oregon Workforce Investment Board (OWIB).   |
| Subrecipient: | 8. Provides Local Workforce Plan modification requests to CCWD local liaison as necessary.  |
| CCWD:         | 9. Processes modification requests and coordinates adjustments to Notice of Fund Availability as needed.  |