

**Department of Workforce Services
and
Arkansas Workforce Investment Board Issuance PY 07-05**

From: Artee Williams, Director
Colette Honorable, Executive Director

Date: October 3, 2007

Subject: TEA 3350-3351, TEA 3500-3524, New TEA Forms and Work Verification Plan.

1. **Purpose:** To revise the TEA Policy, procedures and develop new forms to comply with Arkansas Act 514 of 2007 and 45 CFR 261.
2. **Background:** The policy revisions will supersede any previously issued clarification or policy regarding TEA Policy 3350-3351, TEA Policy 3500-3524 and TEA case management forms.
3. **Information:** See Attachments
4. **Action Required:** Effective September 30, 2007, the following policy revisions will be in effect.
5. **For Additional Information:** Please contact Derwin Taylor, Program Operations Manager, if there are any questions and/or to make comments at derwin.taylor@arkansas.gov or phone at 501-683-1353.
6. **Expiration:** Until Superseded