
ADWS Policy Number: WIOA I-B 6.6 (Replaces 4.7) Effective Date: January 16, 2024

ADWS REGIONAL AND LOCAL PLAN GUIDANCE POLICY

PURPOSE:

The purpose of this policy is to provide guidance regarding Regional Plans, Local Plans, and subsequent modifications to Regional and Local Plans in accordance with the Workforce Innovation and Opportunity Act (WIOA).

REFERENCES:

WIOA §§102; 106(a)(c),102,108
20 CFR 679
29 CFR part 38
Training and Employment Notice (TEN) 21-16
Training and Employment Guidance Letter (TEGL) 4-21

BACKGROUND:

Each local workforce development board (LWDB), in partnership with chief elected officials, must submit a comprehensive local plan to the state every four years [TEN 21-16]. The local plan must support the strategy described in the state plan in accordance with WIOA §102(b)(1)(E). In addition, WIOA section 107(d)(11)(B) requires local boards to review applications for Title II funds and make recommendations to the state eligible agency to promote alignment with the local plan [TEN 21-16]. If the local area is part of a designated region that includes more than one local area, the local plans of the region must align with the workforce development activities of the regional plan and be incorporated as part of the regional plan [TEN 21-16].

DEFINITIONS:

Regions – WIOA §106(a)(1) requires the Governor, after consultation with local boards and chief elected officials, to identify regions in the state and classify them as directed in WIOA § 106(a)(2). Regions are identified as one of the following categories [WIOA § 106(a)(2)].

- A. The region is comprised of one local area.
- B. The region is comprised of two or more local areas.

- C. The region is comprised of two or more local areas, the region is in two or more states, and the region consists of labor market areas, economic development areas, or other appropriate contiguous subareas of those states.

Planning Region – The term “planning region” means a region that is classified as Type B or C, as described in the definition of region [WIOA §3(48)].

Regional Plan – A regional plan is a four-year action plan to develop, align, and integrate service delivery strategies and resources among multiple local workforce development areas in each region (region categories B & C). The regional plan must be consistent with the vision and goals of the state plan [TEN 21-16]. The substance of the regional plan is described in WIOA section 106(c)(2) and 20 CFR 679.510.

Local Plan – A local plan is a four-year action plan to develop, align and integrate service delivery strategies and resources among the six WIOA core programs and partners in a specific local area. The local plan should support the achievement of the state’s vision and goals, as outlined in the state plan. If the local area is part of a region requiring a regional plan (region category B or C), the local plan must support and be incorporated into the regional plan [TEN 21-16].

POLICY:

Regional Plan

The Governor, after consultation with local boards and chief elected officials (CEOs) for the planning regions will require local boards and chief elected officials within a planning region to prepare, submit, and obtain approval of a single regional plan that includes a description of the regional planning activities and that incorporates local plans for each of the local areas in the planning region. [WIOA §106(c)(1)(2)].

Regional plans are not appropriate for region category A, a region with only one local area.

A single regional plan must include a description of:

- The preparation of a regional plan.
- The establishment of regional service strategies, including the use of cooperative service delivery agreements.
- The development and implementation of sector initiatives for in-demand industry sectors or occupations for the region.
- The collection and analysis of regional labor market information (in conjunction with the state).
- The establishment of administrative cost arrangements, including the pooling of funds for administrative costs, as appropriate, for the region.
- The coordination of services with regional economic development services and providers.
- The establishment of an agreement concerning how the planning region will collectively negotiate and reach an agreement with the Governor on local levels of performance for, and report on, the performance and accountability measures described in WIOA section 116(c), for local areas or the planning region.

Regional Plan Modification Required Timeframe [20 CFR§ 679.530]:

At the end of the first 2-year period of the 4-year local plan, the local workforce development boards within a planning region, in partnership with the appropriate chief elected officials, must review the regional plan, and prepare and submit modifications to reflect changes in:

- Regional labor market and economic conditions; and
- Other factors affecting the implementation of the local plan, including but not limited to changes in financing available to support WIOA title I and partner provided WIOA services.

Local Plans

Local boards, in partnership with the chief elected official for the local area involved, must develop, and submit, to the Governor, a local plan that meets the requirements in WIOA section 108. If the local area is a part of a planning region that includes other local areas, the local board must collaborate with the other local boards and chief elected officials from “such other” areas in the preparation and submission of a regional plan as described in WIOA §106(c)(2).

Local boards, in partnership with the chief elected official, must develop, and submit a comprehensive 4-year local plan to the Governor. The local plan must support the strategy described in the state plan in accordance with WIOA section 102(b)(1)(E), and be otherwise consistent with the state plan. *[WIOA §108(a)]* **Note:** If a region, as designated by the state, includes only one local area, then a regional plan is not required. In this situation, the local board must submit only a local plan to the Governor for approval *[TEN 21-16]*.

Local Plan Modification Required Timeframe *[20 CFR§ 679.580]:*

At the end of the first 2-year period of the 4-year local plan, each local workforce development board, in partnership with the appropriate chief elected official, must review the local plan, and prepare and submit modifications to the local plan to reflect changes in:

- Labor market and economic conditions; and
- Other factors affecting the implementation of the local plan, including but not limited to:
 - Significant changes in local economic conditions;
 - Changes in the financing available to support WIOA title I and partner-provided services;
 - Changes to the LWDB structure; and
 - The need to revise strategies to meet local area performance goals.