



Michael Preston  
SECRETARY OF COMMERCE  
Charisse Childers, Ph.D.  
DIRECTOR,  
DIVISION OF WORKFORCE SERVICES

## DIVISION OF WORKFORCE SERVICES ISSUANCE NUMBER PY 21-02

October 28, 2021

---

**FROM:** Charisse Childers, Ph.D., Director  
**TO:** Local WIOA Workforce Development Areas/ Administrators/Service Providers  
**SUBJECT:** Arkansas Workforce Innovation and Opportunity Act (WIOA) Monitoring and Oversight Procedures

1. **Purpose:** The primary purpose of monitoring is to assure compliance with 2 CFR part 200 and to ensure that all legal, contractual and policy requirements of WIOA are met. A secondary purpose is to identify and call attention to questionable activities and conditions which appear to diminish the odds of success in achieving the intent of the Act, though not necessarily in violation of specific requirements. Monitoring should be viewed as an opportunity for continuous improvement.
2. **General Information:** Federal Regulations governing the Workforce Innovation and Opportunity Act (WIOA) activities authorize and require that the Governor be responsible for oversight and monitoring of all Local Workforce Development Area (LWDA) grant recipients and Title I-B programs. This Issuance sets forth the procedures by which the Arkansas Division of Workforce Services (ADWS) will monitor these activities.

The Arkansas Division of Workforce Services as the Governor's Grant Recipient and Administrative Entity developed Arkansas' Monitoring and Oversight Procedures. ADWS will use these procedures along with other state policies and guidance to perform monitoring and oversight activities.

All entities receiving funds from ADWS are required to have and follow adequate written policies and procedures for monitoring all activities for which it receives these funds.

3. **Action Required:** Local Workforce Development Area administrators should ensure that all staff, subcontractors, and other appropriate parties are provided copies of this issuance and the Arkansas' Monitoring and Oversight Procedures.
4. **Inquiries:** Please direct any questions concerning this Issuance to [WIOATA@Arkansas.gov](mailto:WIOATA@Arkansas.gov)

5. **Attachments:** Arkansas Monitoring and Oversight Procedures
6. **Effective Date:** 10-1-21
7. **Expiration Date:** Continuing