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GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY
LANSING

SUSAN CORBIN
ACTING DIRECTOR

OFFICIAL
Policy Issuance (PI): 21-23

Date: August 10, 2021

To: Michigan Works! Agency (MWA) Directors

From: Krista Johnson, Division Administrator **SIGNED**
Talent Development Division
Workforce Development

Subject: Program Year 2021 List of Eligible Providers of Youth Activities and Local
MWA Youth Program Contact Person(s)

Programs Affected: Workforce Innovation and Opportunity Act (WIOA) Youth Programs
Administered by the MWAs

References: The WIOA of 2014, Public Law 113-128 (29 United States Code
Section 3101, *et. seq.*)

The WIOA Final Regulations as Published in the Federal Register on
August 19, 2016

PI 19-30, issued October 25, 2019

WIOA Manual, issued March 11, 2021

Rescissions: None

Background: The Michigan Department of Labor and Economic Opportunity, Workforce
Development (LEO-WD), in partnership with the MWAs, assists job
seekers in obtaining and advancing in employment, education, training,
and supportive services to foster individual success in the labor market.
WD's state and federally funded job seeker and business services are
designed to strengthen and improve our public workforce system, help
equip our citizens to enter high-quality jobs and careers, and help
employers hire and retain skilled workers.

The WIOA requires each state to disseminate a list of eligible providers of
youth activities.

LEO is an equal opportunity employer/program.

Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.
WORKFORCE DEVELOPMENT, 201 N. WASHINGTON SQ., LANSING, MI 48913 • www.michigan.gov/workforce • 517-335-5858

Policy:

WD recognizes and adheres to 20 Code of Federal Regulations (CFR) Section 681.400, which allows grant recipients/fiscal agents the option to directly provide some or all of the required youth workforce investment activities. Should the grant recipient/fiscal agent choose to directly provide services, a periodic evaluation of the effectiveness and efficiency of this decision shall be conducted. This evaluation is subject to review.

If not directly providing services, the Local Workforce Development Board (WDB) will award grants or contracts on a competitive basis to providers of youth workforce activities identified based on criteria in the State Plan, while taking into consideration the ability of providers to meet performance accountability measures based on the primary indicators of performance for the WIOA Youth program, as described in the WIOA Section 116(b)(2)(A)(ii). The Local WDB must also conduct oversight with respect to such providers.

Procurement of youth service providers must be in accordance with the Uniform Guidance at 2 CFR Parts 200 and 2900, in addition to applicable state and local procurement laws. WD has issued PI 19-30, which establishes state requirements and highlights federal requirements for procurement. The information provided in the policy is intended to aid grantees and subgrantees in administering grants. It is not intended to unduly supplant or replace federal or state regulations and requirements contained in applicable federal and state statutes. The policy requires grantees and subgrantees to establish, maintain, and follow written procurement standards and procedures that are in compliance with all applicable federal, state, and local laws and regulations.

EXCEPTIONS:

- (1) No-Cost Referrals: Services available via referral at no cost do not require competitive bidding. However, providers of these services must have the capacity to provide services during the entirety of the participant's period of enrollment.
- (2) Sole Source: Where the local board elects to award contracts but determines there is an insufficient number of eligible providers of youth workforce investment activities in the local area (such as a rural area), the local board may award grants or contracts on a sole source basis.

If the Local WDB establishes a standing youth committee under 20 CFR Section 681.100, it may assign the committee the function of selecting grants or contracts.

WD will compile an annual listing of eligible providers of WIOA Youth activities based on information received from the MWAs. A form to record eligible provider information is attached for MWA use (Attachment A).

These providers are the entities that MWAs have competitively procured to provide WIOA Youth services, or if the MWA is directly providing services, the MWA and services provided are to be identified in Attachment A. A composite listing of eligible providers of youth activities will be disseminated to all MWAs via a memo and made available on the

[WD website](#). One use for this listing is to provide local areas with youth provider names to receive future Request for Proposals notices.

Please Note: Attachment A includes a column for In-School versus Out-of-School Youth participants. These numbers are to be projected **and broken down** into the two groups.

A second form (Attachment B) has been attached to provide WD with a list of local MWA WIOA Youth program contact person(s). This information will be maintained internally and made available upon request.

Additionally, provider and MWA contact information must be provided **in its entirety**, including name, address, phone number, and email. Please ensure all entries are complete prior to submission. Incomplete entries will be returned to the MWA for revision. PDF submissions will not be accepted. Please return Attachment A as an Excel document (*.xls) and Attachment B as a Word document (*.doc). To ensure accessibility, please use 11-point Arial font. Please do not use all capital letters in your responses.

Action: The attached forms are to be completed and emailed to Ms. Erin Desnoyer at desnoyere1@michigan.gov within 30 days from the issue date of this policy. Please copy your WIOA state coordinator on all email submissions.

Inquiries: Questions regarding this policy should be directed to your WIOA State Coordinator.

This policy is available for downloading from the [WD's website](#).

WD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Please contact Ms. Paula Hengesbach by telephone at 989-388-3272 or by email at HengesbachP@michigan.gov for details.

WD is funded by state and federal funds; more details are available on the agency's [Legal Disclaimer page](#).

Expiration Date: June 30, 2022

KJ:ED:ph
Attachments