



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TALENT AND ECONOMIC DEVELOPMENT
LANSING

STEVE ARWOOD
DIRECTOR

OFFICIAL

E-mailed: 3/15/2016 (tk)

Workforce Development Agency (WDA)
Policy Issuance (PI): 16-01

Date: March 15, 2016

To: Michigan Works! Agency (MWA) Directors

From: Joseph Billig, Director (**SIGNED**)
Office of Talent Policy and Planning

Subject: Program Year 2015 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

Rescissions: None

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

The WIOA Notices of Proposed Rulemaking (Proposed Rules) as
Published in the Federal Register on April 16, 2015

Background: The WIOA requires each state to disseminate a list of eligible
providers of youth activities. The Proposed Rules maintain the
board's role in the identification of eligible providers of youth
workforce investment activities, but now requires, consistent with
the WIOA Section 107(d)(10)(B), that this identification be
accomplished through the award of grants or contracts on a
competitive basis. It also adds that the recommendations of the
youth standing committee, if one is established, must be taken into
account.

Policy: Per the WIOA Section 123(a), from the funds allocated under the
WIOA Section 128(b) to a local area, the local board for such area
shall award grants or contracts on a competitive basis to providers of
youth workforce investment activities identified based on the criteria
in the State Plan, while taking into consideration the ability of the

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providers to meet performance accountability measures based on the primary indicators of performance for the youth program as described in the WIOA Section 116(b)(2)(A)(ii), as required in the WIOA Section 102(b)(2)(D)(i)(V), and shall conduct oversight with respect to such providers.

EXCEPTION: A local board may award grants or contracts on a sole-source basis if such board determines there is an insufficient number of eligible providers of youth workforce investment activities in the local area involved (such as a rural area) for grants and contracts to be awarded on a competitive basis under subsection (a) of the WIOA Section 123.

The requirement in the WIOA Section 123 that eligible providers of youth services be selected by awarding a grant or contract on a competitive basis does not apply to design framework services when these services are more appropriately provided by the grant recipient/fiscal agent. Design framework services include intake, objective assessments and the development of an individual service strategy, case management, and follow-up services.

Three of the fourteen required services found in the WIOA Section 129(c)(2) may be directly provided by the grant recipient/fiscal agent. These services include:

- Follow-up services for not less than 12 months after the completion of participation, as provided in the Proposed Rules Section 681.580;
- Services that provide labor market and employment information about in-demand industry sectors or occupations available in the local area, such as career awareness, career counseling, and career exploration services; and
- Supportive services, including the services listed in the Proposed Rules at Section 681.570.

This leaves eleven additional services that must be provided via competitive bid, including:

- Tutoring, study skills training, instruction and evidence-based dropout prevention and recovery strategies that lead to completion of the requirements for a secondary school diploma or its recognized equivalent or for a recognized post-secondary credential;
- Alternative secondary school services, or dropout recovery services, as appropriate;
- Paid and unpaid work experiences;
- Occupational skills training;
- Education offered concurrently with and in the same context as workforce preparation activities and training for a specific occupation or occupational cluster;

- Leadership development opportunities, including community service and peer-centered activities encouraging responsibility and other positive social and civic behaviors;
- Adult mentoring for a duration of at least 12 months, which may occur both during and after program participation;
- Comprehensive guidance and counseling;
- Financial literacy education;
- Entrepreneurial skills training; and
- Activities that help youth prepare for and transition to post-secondary education and training.

EXCEPTION: 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 participant's period of enrollment.

The WDA will compile an updated listing of eligible providers of the WIOA Youth activities based on information received from the MWAs. These providers are entities that MWAs have competitively procured to provide the WIOA Youth services. A form to record eligible provider information is attached for MWA use. This form is to aid in providing the WDA with a listing of local youth contractors.

Please Note: The form includes a column for In-School vs. Out-of-School Youth participants. These numbers are to be projected and broken down into the two above mentioned groups.

Additionally, contractor information must be provided in its entirety, including name, address, phone number, and e-mail. Please ensure all entries are complete prior to submission.

A composite listing of eligible providers of youth activities will be disseminated to all MWAs via a memo. One use for this listing is to provide local areas with youth provider names to receive future Request for Proposals. The WDA will update the listing on a program year basis.

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

Action: The attached forms are to be completed and e-mailed to Ms. Teresa Keyton at keytont@michigan.gov within 30 days from the issue date of this policy issuance. Please copy your WIOA state coordinator on all email submissions.

Inquiries: Questions regarding this policy issuance should be directed to your WIOA state coordinator.

This policy issuance is available on the WDA's website at <http://www.michigan.gov/wda/0,5303,7-304-67992---,00.html>. Please contact Ms. Teresa Keyton at (517) 335-5858 or via email if you require assistance. The information contained in this policy issuance will be made available in alternative format (large type, audio tape, etc.) upon special request to this office. Please contact Ms. Keyton for details.

Expiration: June 30, 2016

JB:CM:tk
Attachments

Eligible Providers of WIOA Youth Activities

Michigan Works! Agency: _____

Program Year: **2015** _____

Date Submitted: _____

Contractor Name, Address, Phone Number, and E-mail	Target Population: List In-School vs. Out-of- School –AND- Numbers to be Served per Group	Brief Description of Services Provided to In- School vs. Out-of-School Participants

Please submit additional pages if necessary.

Local MWA WIOA Youth Program Contact(s)

MWA Name	Contact Name & Title	Phone Number	E-mail

Please submit additional pages if necessary.