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E-mailed: 03/05/2014 (rwg)

Workforce Development Agency State of Michigan (WDASOM)  
Policy Issuance (PI): 13-23

**Date:** March 05, 2014

**To:** Michigan Works! Agency (MWA) Directors  
Designated MWA Equal Opportunity Officers

**From:** Paula Mitchell-Monroe, Director, Office of Program Review  
Workforce Development Agency (**SIGNED**)

**Subject:** Transmittal of the Equal Opportunity Policy Guide

**Programs Affected:** All programs and activities funded through and/or that operate as part of the state's workforce development system.

**Rescissions:** Equal Opportunity Policy Guide, Policy Issuance (PI): 09-30, dated January 6, 2010 issued by the Bureau of Workforce Transformation, Department of Energy, Labor and Economic Growth.

**Background:** The Equal Opportunity Policy Guide was created to publish, in a single document, the full range of nondiscrimination and equal opportunity (EO) management requirements imposed on recipients of federal financial assistance from the Workforce Development Agency State of Michigan (WDA). The policies and procedures outlined in the guide have been incorporated into the state's Methods of Administration (MOA) to establish the framework by which local Workforce Investment Areas and their service network, are to comply with the obligations imposed by Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975, as amended; Title IX of the Education Amendments of 1972, as



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amended, and other applicable federal and state civil rights rules and regulations.

**Policy:**

It is the policy of the State of Michigan to ensure EO compliance in all programs administered by, and funded in whole or in part, through state government agencies. As part of this policy commitment, WDA does not discriminate in employment or in the provision of services based on race, color, religion, sex, national origin, age, disability, height, weight, genetic information, marital status, arrest without conviction, political affiliation or belief, and for beneficiaries only, citizenship or participation in any federally assisted program or activity. All recipients in the statewide workforce delivery network, as a condition to the award of financial assistance, must articulate a comparable EO policy commitment and are expected to create a service culture that continuously promotes access, equity and respect for the differing customs, abilities and beliefs of the communities we serve.

**Action:**

MWAs, their Service Centers, One-Stop partner agencies and other recipients, as defined in 29 CFR§Part 37, must adopt systems and practices and have local written policies and procedures that demonstrate compliance with applicable portions of this guide. Failure to comply with federal regulatory requirements and WDA’s EO policy standards may jeopardize initial, continued or renewed funding under federal and state supported programs.

**Inquiries:**

Questions regarding the state EO policy standards and/or requests for assistance in implementing the compliance requirements outlined in the guide are to be directed to the state designated Equal Opportunity Officer at (517) 335-5858.

The information contained in this policy issuance will be made available in alternative format (large type, audio tape, etc.) upon request to this office.

**Expiration:**

Continuing

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Attachments – EO Policy Guide



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