

**WASHINGTON STATE
WORKFORCE TRAINING AND EDUCATION COORDINATING BOARD
MEETING NO. 186
April 30, 2015**

USE OF WIOA 2 PERCENT PLANNING FUNDS

Washington is undertaking a comprehensive, multi-stakeholder planning process in order to explore every opportunity for positive systemic reform that the Workforce Innovation and Opportunity Act (WIOA) has to offer. The planning process takes place at both the state and local levels, not just to meet the parameters of the law, but more importantly to ensure that every region of the state and all current and potential consumer groups are included in the development of the state plan. Governor Inslee has directed, and the Workforce Training and Educating Coordinating Board (Workforce Board) has committed to, an open and inclusive planning process.

WIOA allows for up to 2 percent of Title I program funds to be used for planning purposes. This is a one-time investment via an allowance to move a small amount of program funds into administrative activities. The law's provision requires that for any amount up to the full 2 percent that is used for planning purposes, at least 50 percent of that amount must be distributed to local workforce boards for local planning. For Washington, 2 percent amounts to \$1,014,000—with at least \$507,000 to be used by local Workforce Development Councils.

Planning Direction, Core Values and Guiding Principles

Governor Inslee has directed all Washington workforce development system partners to work together toward three interdependent and fundamental goals:

- Help more people find and keep jobs that lead to economic self-sufficiency, with a focus on disadvantaged populations.
- Close skill gaps for employers, with a focus on in-demand industry sectors and occupations.
- Work together as a single, seamless team to make this happen.

Additionally, Governor Inslee asks that through the planning process, system partners at the state and local levels:

- Explore fully the benefits of a combined plan versus a unified plan, including an analysis of any current barriers to accomplishing a combined plan.
- Conduct an examination of integrating the Temporary Assistance for Needy Families (TANF) program into the workforce system, including recommendations for serving TANF clients with significant barriers to employment.

- Provide data-driven evaluation and recommendations for identifying planning regions in consultation with chief local elected officials, local workforce development boards and stakeholders, including our partners in the workforce systems in Idaho and Oregon.
- Provide recommendations for elevating the strategic role of both state and local workforce boards to focus on the goals above and for changing service delivery as needed to improve outcomes.

While the governor's direction sets the stage for the planning process, the Workforce Board has developed a set of core values and guiding principles designed to ensure coordination and alignment between state and local planning. The optimal result is a single state plan that reflects the needs of all communities across the state, and the best thinking about how to meet those needs.

1. Provide an open and inclusive planning process that engages a wide range of stakeholders, including but not limited to employers, labor organizations, education and training providers, economic development agencies, community and subpopulation advocates, and community service providers.
2. Focus on improving performance outcomes. Demonstrate an understanding of the current level of performance in critical areas of service delivery. Describe the logic model, including available evidence about past success, and identify lead actors in moving the needle towards performance improvement.
3. Create a system that is responsive to both employers and jobseekers, and describe how responsiveness will be assessed.
4. Describe education and career pathways that will be enhanced or made newly available to help more individuals achieve economic self-sufficiency, and help more employers find the skilled workers they need.
5. Recommend strategies and tactics to improve access for underserved populations.
6. Improve efficiency and effectiveness through regional planning. Potential planning regions for the governor's consideration will be identified by the Workforce Board through a consultative process with Chief Local Elected officials and WDCs. The parameters for identifying planning regions will include both qualitative and quantitative data and information, for both in-state and cross-state regions.

Fund Distribution:

The funding pool of \$1,014,000 will be split into two equal amounts. One half, \$507,000.00 will be distributed to the 12 WDCs on an equal share basis (\$42,250.00 each). The remaining \$507,000 will be held at the Workforce Board for state planning and, when needed, to facilitate or enhance local and regional planning efforts.

Initially, the Workforce Board will hire full time (project basis) administrative support for the subcommittees and task forces of the Board. The Board will also solicit proposals for a

consultant to facilitate the Board retreat, write the draft state plan, and coordinate the public feedback gathering process (town hall meetings and other community forums) across the state. The Board may also reassign staff, currently working within other funding streams to support the WIOA planning process.

Further analysis is required to determine other critical areas of support needed to complete the planning and transition process, such as development of the state technology plan, data and research design planning, and policy reform.

The use of funds at the state level will support, wherever possible, planning efforts at the local and regional levels. Examples may include coordinated community or regional forums, targeted research and data analysis, and compiling and distributing policies, templates, and other promising practices.

Application and Contracting Process for 2 Percent Funds

The application and contracting process will not be burdensome, and will be designed to move funds to the appropriate parties quickly, while still meeting all statutory requirements. The use of funds at the state and local levels must meet the standards for allowable costs under WIA, and will be traceable and auditable. Employment Security Department will include this fund pool in their standard monitoring efforts of WIA funds.

RECOMMENDED MOTION

WHEREAS, The Workforce Innovation and Opportunity Act (WIOA) allows the use of up to 2 percent of PY 2014 Workforce Investment Act (WIA) funds for state and local workforce boards to develop WIOA plans; and

WHEREAS, At least 50 percent of planning funds must be used to support local planning efforts; and

WHEREAS, The Workforce Training and Education Coordinating Board (Workforce Board) has been assigned by Governor Inslee to develop the comprehensive state plan for the new Workforce Innovation and Opportunity Act, in order to improve access to and outcomes for jobseekers and employers across the state; and

WHEREAS, The Workforce Board and the 12 local Workforce Development Councils are aligning and coordinating a statewide WIOA planning process that abides by a set of guiding principles and values, in order to improve access to and outcomes for jobseekers and employers across the state; and

WHEREAS, The Workforce Board requested at its March 12, 2015 meeting, that distribution of planning funds to the 12 WDCs be easy and equitable (equal amount to each WDC, rather than via WIA formula distribution); and

WHEREAS, The Workforce Board also requested that the application and contracting process for distribution of funds to both WDCs and the Workforce Board be designed to move the funds quickly, with optimal flexibility; and

WHEREAS, One-time planning funds are traceable and auditable, to be monitored by Employment Security Department as part of its on-going oversight efforts;

NOW THEREFORE BE IT RESOLVED, That Employment Security Department issues \$507,000.00 to the Workforce Training and Education Coordinating Board, and \$42,250.00 to each of the 12 local Workforce Development Councils to support a comprehensive and coordinated WIOA state planning process.