

**WDA 16**

A proud partner of the

American Job Center network

**Revised 3/15/25**

**WORKFORCE Development AREA 16**

**POLICY LETTER INDEX**

|  |  |  |
| --- | --- | --- |
| **LETTER NUMBER** | **TOPIC** | **DATE APPROVED**  **DATE REVISED** |
| 02-2009 | Customized Training | March 13, 2009 (Motion 10-2009) |
| 01-2024  **Beginning of WIOA Policy Language** | Limited Funds and Priority of Service  (Replaces 01-2014)  UNDER REVIEW FOR 6/13/2025 REVISION | 3/15/24  Motion 08-2024 |
| 01-2015 | Policy Letter Procedures  (Replaces 01-2004) | August 28, 2015 |
| 04-2015 | Youth Eligibility | August 28, 2015 Motion 28-2015  6/3/2022 Revised Motion 18-2022 |
| 05-2015 | Selective Service Registration  (Replaces 01-2008) | August 28, 2015 Motion 28-2015 |
| 07-2015 | Conflict of Interest Code for the Workforce Development Board and Youth Council Members  (Replaces 11-2004) | Nov. 20, 2015 |
| 10-2015 | Needs Related Payments (NRPs) for National Dislocated Worker Grants  (Replaces 02-2004 as per PL but really replaced 03-2008 Needs Related Payments Policy) | Feb. 19, 2016 |
| 11-2015 | Priority of Service for Veterans and Eligible Spouses  (Replaces 01-2005) | Feb. 19, 2016 |

01-2016 Standard Supportive Services Policy with Attachment A. Nov.18, 2016 - (Replaces 09-2015 and its Attachment A)

Revised 6/3/2022 Motion 18-2022

Revised 3/11/2022 Motion 05-2022

Revised 06/09/2023 Motion20-2023

Contact Information Revised 10/31/2024

04-2017 Complaint Procedures (Replaces 10-2004) Sept. 15, 2017

Motion 32-2017

05-2017 Work Experience for WIOA and CCMEP Youth Dec 15, 2017

(Replaces 03-2005 and 14-2009 May 20, 2009 update)

Revised 6/3/2022 Motion 18-2022

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

01-2018 Monitoring Policy and Guide March 30, 2018

(Replaces 14-2004) (Motion 04-2018) Revised 3/10/23 Motion 05-2023

Revised 3/15/24 Motion 07-2024

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

02-2018 Follow-up Policy May 18, 2018

(Motion 16-2018)

Revised 6/3/2022 Motion 18-2022

03-2018 Disaster Recovery National Dislocated Worker Grants May 18, 2018

(Motion 17-2018)

04-2018 Serving Applicants with a Close Relationship the WIOA Program Sept 21, 2018

(Replaces 08-2004) (Motion 28-2018)

Revised Dec 6, 2019

(Motion 42-2019)

Revised 6/3/2022 Motion 18-2022

02-2019 On-the-Job Training (OJT) Sept. 20, 2019

(Replaces 02-2005) (Motion 33-2019)

Revised Dec 6, 2019

(Motion 43-2019)

Revised 3/10/2023 Motion 05-2023

Revised 3/14/2025 Motion 03-2025

03-2019 Retention of Records Dec 6, 2019

(Replaces 15-2004) (Motion 40-2019)

04-2019 Rapid Response (RACI) Plan Dec 6, 2019

(Replaces 04-2009) (Motion 41-2019)

01-2020 Local Opioid Emergency Recovery Grant April 17, 2020

(Motion EX06-2020)

Revised 9/9/22 Motion 26-2022

(To include FRESH START program)

Revised 09/08/2023 Motion 30-2023

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

02-2020 Adult and Dislocated Worker Eligibility June 26, 2020

(Replaces 03-2015) (Motion 09-2020)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

01-2021 Youth Incentives Sept. 17, 2021

(Replaces 01-2019) (Motion 31-2021)

Revised 6/3/2022 Motion 18-2022

Revised12/1/2023 Motion 35-2023

---------------------------------------------------------------------------------------------------------------------------------------------------

02-2021 Virtual Videoconference or Teleconference Meetings Sept. 17, 2021

(New Policy) (Motion 24-2021)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

03-2021 Self-Sufficiency for Out-of-School Youth, Adults and Dislocated Workers

(Replaces 06-2015 as updated 12/6/19) Sept 17, 2021

(Motion 32-2021)

Revised 3/14/2025 Motion 04-2025

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

04-2021 Individual Training Accounts (ITA) Dec 10, 2021

(Replaces 03-2020) (Motion 39-2021)

Revised 3/11/22 Motion 05-2022

Revised 3/10/23 Motion 05-2023

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Revised 3/11/22 Motion 05-2022

05-2021 Incumbent Worker Training (IWT) Dec 10, 2021

(Replaces 01-2009) (Motion 40-2021)

01-2022 Procurement Standards March 11, 2022

(Replaces 01-2017) (Motion 05-2022)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

02-2022 Financial Manual and Guidance March 11, 2022

(Replaces 02-2017) (Motion 05-2022)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

0\_\_-2025 Career Services for Adult and Dislocated Workers

(Under development)

0\_\_-2025 Training Services for Adult and Dislocated Workers

(Under development)

0\_\_-2025 Youth Program Services

(Under development)

0\_\_-2025 Transitional Jobs

(Under development)