

<b>TRAINING AND EMPLOYMENT NOTICE</b>	<b>NO.</b> 21-16
	<b>DATE</b> December 5,2016

**TO:** STATE WORKFORCE AGENCIES  
STATE WORKFORCE LIAISONS  
AFFILIATE AMERICAN JOB CENTER MANAGERS  
COMPREHENSIVE AMERICAN JOB CENTER MANAGERS  
DEPARTMENT OF LABOR EMPLOYMENT AND TRAINING  
ADMINISTRATION REGIONAL ADMINISTRATORS  
WORKFORCE INVESTMENT BOARD LOCAL CHAIRS  
WORKFORCE INVESTMENT BOARD STATE CHAIRS  
WORKFORCE INVESTMENT BOARD STATE EXECUTIVE DIRECTORS  
WORKFORCE INVESTMENT BOARD LOCAL EXECUTIVE DIRECTORS

**FROM:** PORTIA WU /s/  
Assistant Secretary

**SUBJECT:** Workforce Innovation and Opportunity Act (WIOA) Regional and Local Planning and Local Board Responsibilities Questions and Answers (Q&A)

1. **Purpose.** The purpose of this Training and Employment Notice (TEN) is to provide State and Local workforce system leaders and other stakeholders an informational Q&A on the requirements for regional and local planning under WIOA. The Q&A also addresses the role of Local Workforce Development Boards (Local Boards) in reviewing provider applications for the local competition under the Adult Education and Family Literacy Act (AEFLA), which are required under WIOA to align with Local Plans.

2. **References.**

- WIOA Secs. 106-108, 182 and 231-232
- 20 CFR part 679
- 34 CFR part 463
- Program Memorandum OCTAE 15-6, *Competition and Award of Adult Education and Family Literacy Act Funds under the Workforce Innovation and Opportunity Act – Frequently Asked Questions*
- Program Memorandum OCTAE 17-1, *Clarifications Regarding Competition and Award of Adult Education and Family Literacy Act Funds to Eligible Providers under the Workforce Innovation and Opportunity Act*
- Training and Employment Guidance Letter No. 14-15, *Workforce Innovation and Opportunity Act (WIOA) Requirements for Unified and Combined State Plans*

3. **Background.** Section 108(a) of WIOA and regulations at 20 CFR 679.550 require Local Boards to submit a Local Plan to the State. In addition, WIOA Section 107(d)(11)(B) requires Local Boards to review applications for WIOA title II funds and make recommendation the State eligible agency to promote alignment with the Local Plan.
4. **Questions and Answers:** The Q&A announced by this TEN describes the content, timing and development of Regional and Local Plans as provided in the statute and regulations, as well as provides information pertinent to expectations for Local Boards and the title II funds competition.
5. **Action Requested.** States and Local Boards should review the attached Q&A.
6. **Inquiries.** Questions should be directed to your Regional Office.
7. **Attachment(s).**
  - a. WIOA Regional and Local Planning Q&A.