



STATE OF HAWAII
WORKFORCE DEVELOPMENT COUNCIL
830 Punchbowl Street, Suite 417, Honolulu, Hawaii 96813
Phone: (808) 586-8630 Web: <http://labor.hawaii.gov/wdc/>

(SN 37)

WIOA BULLETIN NO. 37-20

DATE: August 4, 2020

TO: WIOA Partners

SUBJECT: Workforce Innovation and Opportunity Act (WIOA)
Program Year 2020-2023 Local Plan Guidance

Purpose

The purpose of this bulletin is to provide information and guidelines for the Program Year 2020 to Program Year 2023 Local Plans.

Background

The WIOA, Section 108 and the Code of Federal Regulations at 20 CFR §679.590 provide instructions for the preparation, contents and submission of WIOA Local Plans which are required to be consistent with Hawaii's Unified State Plan. It is the basis for the guidance contained in Attachment 1 to this bulletin. The Local Workforce Development Boards (LWDBs) are responsible for convening their workforce partners in a collaborative, transparent process to develop and implement a Local Plan that aligns with requirements of WIOA and the vision and goals in the Unified State Plan.

Policy

The WIOA local plan will be effective from July 1, 2020 - June 30, 2024. The plan must explain how the LWDB will foster strategic alignment, improve service integration, ensure that the workforce system is industry-relevant, respond to local economic needs and match employers with skilled workers; and the plan must identify and describe the policies, procedures, and local activities that are carried out in the local area, consistent with the Unified State Plan.

The plan should also describe current and future strategies that lead to greater efficiencies through reduction of duplication and maximized use of financial and human resources that result in continuous improvement of Hawaii's workforce system and excellent customer service.

Procedures

Required Plan Format

1. Use the structure and format provided.
2. The plan must be one continuous and searchable PDF document that includes all

Equal Opportunity Employer/Program

If you need an auxiliary aid/service or other accommodation due to a disability, please contact the WDC at (808) 586-8866 (for TTY/TTD Dial 711 then ask for (808) 586-8866) as soon as possible. Requests made as early as possible will allow adequate time to fulfill your request. Upon request, this notice is available in alternative formats such as large print, Braille, or electronic copy.

2. The plan must be one continuous and searchable PDF document that includes all attachments or a single Word document with attachments.
3. A table of contents with page numbers is required with each page numbered.
4. Text must be typed with a font size of 11 and no greater than 14 points.

Public Comment Period

Prior to the date on which the local board submits a local plan, the local board shall—

1. Make copies of the proposed local plan available to the public through electronic and other means, such as public hearings and local news media;
2. Allow no fewer than 14 days and no more than 30 days for comments to the local board on the proposed local plan by members of the public, including representatives of business, representatives of labor organizations, and representatives of education;
3. Attach comments that express disagreement with the plan to the local plan; and
4. Review and approve the local plan.

Signature Page

1. The board chair and the chief elected official must sign the signature page, and the original must be submitted to the Workforce Development Council (WDC) by mail at:

Workforce Development Council
830 Punchbowl Street, Room 417
Honolulu, HI. 96813

OR

Have an e-signed copy sent with the plan;

2. A submitted local plan (including a modification) shall be considered to be conditionally approved by the end of the 90-day period; unless a written determination during the 90-day period that—
 - a. Deficiencies in activities carried out under this subtitle or subtitle B have been identified, through audits conducted under WIOA Section 184 or otherwise, and the local area has not made acceptable progress in implementing corrective measures to address the deficiencies;
 - b. The plan does not comply with the applicable provisions of WIOA;
 - c. The plan does not align with the State plan, including failing to provide for alignment

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of the core programs to support the strategy identified in the State plan in accordance with WIOA Section 102(b)(1)(E); or

- d. The local board has not submitted acceptable responses to revisions requested by WDC.

Submission Deadline

All plans must be submitted no later than 4:30 p.m. (HST) on Monday, November 16, 2020 to: dlir.workforce.council@hawaii.gov.

Inquiries

Inquiries regarding this bulletin may be directed to Jeanne Ohta at (808) 586-9170.

Attachment / Additional Resources

Attachment 1, Workforce Innovation and Opportunity Act Local Plan Guidance/Template: <http://labor.hawaii.gov/wdc/wia-docs/>

WIOA Definitions: <https://labor.hawaii.gov/wdc/files/2013/01/Local-Plan-Definitions-061715.pdf>

Hawaii Unified State Plan: <http://labor.hawaii.gov/wdc/reports/>

WIOA Public Law 113-128, July 22, 2014: <https://www.gpo.gov/fdsys/pkg/PLAW-113publ128/pdf/PLAW-113publ128.pdf>



ALLICYN C.H. TAsAKA
Executive Director

C: ASO-WIOA Unit