



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TALENT AND ECONOMIC DEVELOPMENT
LANSING

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ACTING DIRECTOR

**OFFICIAL
Policy Issuance (PI): 19-05**

Date: March 13, 2019

To: Michigan Works! Agency (MWA) Directors

From: Joe Billig, Division Administrator
Targeted Services Division
Workforce Development Agency

Subject: Program Year 2018 List of Eligible Providers of Youth Activities and Local
MWA Youth Program Contact Person(s)

**Programs
Affected:** Workforce Innovation and Opportunity Act (WIOA) Youth Programs
Administered by the MWAs

References: The WIOA of 2014, Public Law 113-128 (29 United States Code
Section 3101, *et. seq.*)

The WIOA Final Regulations as Published in the Federal Register on
August 19, 2016

PI 15-12, issued July 17, 2015

WIOA Manual, issued January 29, 2018

Rescissions: None

Background: The WIOA, which supersedes the Workforce Investment Act of 1998, presents an extraordinary opportunity to improve job and career options for our nation's workers and jobseekers through an integrated, job-driven public workforce system that links diverse talent to businesses. The WIOA supports the development of strong, vibrant regional economies where businesses thrive, and where people want to live and work. This revitalized workforce system will be characterized by three critical hallmarks of excellence:

- (1) The needs of businesses and workers drive workforce solutions.
- (2) One-Stop Centers provide excellent customer service to workers, jobseekers, and employers, and focus on continuous improvement.

- (3) The workforce system supports strong regional economies and plays an active role in community, economic, and workforce development.

The WIOA requires each state to disseminate a list of eligible providers of youth activities.

Policy:

The Michigan Talent Investment Agency/Workforce Development Agency (TIA/WDA) recognizes and adheres to 20 Code of Federal Regulations (CFR) Section 681.400, which allows grant recipients/fiscal agents the option to directly provide some or all of the required youth workforce investment activities. Should the grant recipient/fiscal agent choose to directly provide services, a periodic evaluation of the effectiveness and efficiency of this decision shall be conducted.

If not directly providing services, the Local Workforce Development Board (WDB) will award grants or contracts on a competitive basis to providers of youth workforce activities identified based on criteria in the State Plan, while taking into consideration the ability of providers to meet performance accountability measures based on the primary indicators of performance for the WIOA Youth program, as described in the WIOA Section 116(b)(2)(A)(ii). The Local WDB must also conduct oversight with respect to such providers.

Procurement of youth service providers must be in accordance with the Uniform Guidance at 2 CFR Parts 200 and 2900, in addition to applicable state and local procurement laws. The WDA has issued PI 15-12, which establishes state requirements and highlights federal requirements for procurement. The information provided in the policy is intended to aid grantees and subgrantees in administering grants. It is not intended to unduly supplant or replace federal or state regulations and requirements contained in applicable federal and state statutes. The policy requires grantees and subgrantees to establish, maintain, and follow written procurement standards and procedures that are in compliance with all applicable federal, state, and local laws and regulations.

EXCEPTIONS:

- (1) No-Cost Referrals: Services available via referral at no cost do not require competitive bidding. However, providers of these services must have the capacity to provide services during the entirety of the participant's period of enrollment.
- (2) Sole Source: Where the local board elects to award contracts but determines there is an insufficient number of eligible providers of youth workforce investment activities in the local area (such as a rural area), the local board may award grants or contracts on a sole source basis.

If the Local WDB establishes a standing youth committee under 20 CFR Section 681.100, it may assign the committee the function of selecting grants or contracts.

The Local WDB must ensure that **all** 14 program elements found in the WIOA at Section 129(c)(2) are available in **all** areas served. While this does not mean that the local grant recipient/fiscal agent or an individual service

provider must deliver all 14 elements, they must identify partnerships to ensure availability by referral. Local areas maintain the discretion to determine which specific services a youth will receive based upon the youth's informal interview, objective assessment, and individual service strategy. **Youth must be informed of the 14 elements via signage, program materials, or other similar means. The method by which youth are informed of the elements will be observed during comprehensive, programmatic reviews.**

The WDA will compile an updated listing of eligible providers of WIOA Youth activities based on information received from the MWAs. These providers are the grant recipient/fiscal agent entities that MWAs have competitively procured to provide WIOA Youth services, or if the MWA is directly providing services, the MWA and services provided are to be identified in Attachment A. A form to record eligible provider information is attached for MWA use.

Please Note: The form includes a column for In-School versus Out-of-School Youth participants. These numbers are to be projected **and broken down** into the two above-mentioned groups.

Additionally, provider or MWA contact information must be provided **in its entirety**, including name, address, phone number, and email. Please ensure all entries are complete prior to submission. Incomplete entries will be returned to the MWA for revision.

A composite listing of eligible providers of youth activities will be disseminated to all MWAs via a memo. One use for this listing is to provide local areas with youth provider names to receive future Request for Proposals. The WDA will update the listing on a program year basis.

A second form has been attached to provide the WDA with a list of local MWA WIOA Youth program contact person(s). This information will be maintained internally and made available upon request.

Action: The attached forms are to be completed and emailed to Ms. Erin Desnoyer at desnoyere1@michigan.gov within 30 days from the issue date of this policy. Please copy your WIOA state coordinator on all email submissions.

Inquiries: Questions regarding this policy should be directed to your Youth Services state coordinator.

This policy is available for downloading from the [WDA's website](#).

Any information contained in this policy will be made available in alternative formats (large type, audio tape, etc.) upon request to this office. Please contact Ms. Whitney Wasser by phone at 517-241-1018 or by email at wasserw@michigan.gov for details.

**Expiration
Date:**

June 30, 2020

JB:ED:ww
Attachments

Program Year 2018 Eligible Providers of Workforce Innovation and Opportunity Act Youth Providers

Please Note: If services are provided directly by the Michigan Works Agency, please use the table below to identify target population figures and elements/services provided.

Michigan Works! Agency:		
Provider Name:		Contract Expiration Date:
Provider Address:		City, State:
Phone:		Email:
Target Population (Numbers to be Served per Group):	In-School Youth (ISY):	Out-of-School Youth (OSY):
Program Elements/Services Provided to ISY versus OSY Participants:		
Provider Name:		Contract Expiration Date:
Provider Address:		City, State:
Phone:		Email:
Target Population (Numbers to be Served per Group):	In-School Youth (ISY):	Out-of-School Youth (OSY):
Program Elements/Services Provided to ISY versus OSY Participants:		
Provider Name:		Contract Expiration Date:
Provider Address:		City, State:
Phone:		Email:
Target Population (Numbers to be Served per Group):	In-School Youth (ISY):	Out-of-School Youth (OSY):
Program Elements/Services Provided to ISY versus OSY Participants:		
Provider Name:		Contract Expiration Date:
Provider Address:		City, State:
Phone:		Email:
Target Population (Numbers to be Served per Group):	In-School Youth (ISY):	Out-of-School Youth (OSY):
Program Elements/Services Provided to ISY versus OSY Participants:		

This institution is an equal opportunity provider.
Auxiliary Aids and Services Available to individuals with Disabilities.

Workforce Innovation and Opportunity Act Youth Program Contact(s)

Michigan Works! Agency Name	Contact Name & Title	Phone Number	Email

Please submit additional pages if necessary.