

WIOA TRANSMITTAL #6  
TITLE II COMPETITIVE APPLICATION REVIEW

October 26, 2016

**TO:** Workforce Development Council

**FROM:** Dwight Johnson, Administrator, Idaho Career & Technical Education

**SUBJECT:** Responsibilities and timeline for the council regarding Adult Education competitive application process

**ACTION REQUESTED:** Schedule Spring council meeting to accommodate Title II application review process

**REFERENCE:** WIOA 106(e)(2), 107(c)(4), 107(d)(11)(A) & (B)

**BACKGROUND:**

The Workforce Innovation and Opportunity Act (WIOA) says that the agency administering the Title II grant for the *Adult Education and Family Literacy* program must run a new competitive funding process in order to identify providers under the new law. Further federal guidance has specified that the competition must be complete, and funds awarded no later than July 1, 2017. In Idaho, the responsible agency for this grant is the Idaho Division of Career & Technical Education (CTE), which has final responsibility for scoring applications and awarding funds.

As part of this competitive application process, the law requires that local Workforce Boards review all Title II applications from their region to determine whether those applications are in alignment with the local plan. Because Idaho is a Single Area State, the Workforce Development Council functions as the Local Board, and Idaho's Combined State Plan functions as the Local Plan for the state. Therefore, it is the responsibility of the Workforce Development Council to review all Title II applications for alignment with the Combined State Plan and make recommendations regarding this alignment to CTE. Idaho CTE will use this feedback as one of the considerations for funding.

In order to ensure a smooth process, CTE is giving the Council timely notification of its statutory obligation under WIOA and providing a rough timeline for this process. Furthermore, CTE will work with the Executive Committee to determine the most efficient process for ensuring that the Council meets this obligation and will share this process in greater depth at the January meeting.

Idaho CTE has identified in the WIOA Combined State Plan that the application packet will be released to the public no later than February 2017, and that all applications must be submitted no later than April 2017. A full Council meeting held in late April would allow CTE sufficient time to screen and distribute applications and for pertinent Council members to review those applications prior to the spring meeting. Discussion and approval could then take place at the spring meeting for final recommendations.

**STAFF RECOMMENDATION:**

At the January 2017 meeting appoint a committee to review the Title II applications and schedule the spring Workforce Development Council Meeting for week of April 24 to accommodate the application review process.

**STAFF CONTACT:**

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