

# Planning Guide

**Goal: The goal of the TANF/WIOA Partnership Strategic Planning session is to develop a referral process between DHS services program contractors and the local workforce networks.**

## Strategy Session 1: WIOA/TANF Perspective

- TANF/WIOA Collaboration and consideration
- TANF Partnering in One-Stop System (Statewide and Locally)
- TANF Perspective – By partnering and engaging in the WIOA planning process, TANF stakeholders may be able to influence WIOA to ensure it effectively serves the most disadvantaged workers

## Strategy Session 2: Leveraging Resources

- DHS service and Workforce System programs have an opportunity to ensure quality services and job training for low-income individuals
- Partnering with the one stop-system can help enhance collaboration between TANF and other federal and state workforce programs and can create savings through shared infrastructure such as resource rooms.

## Strategy Session 3: Youth/TANF

- Participants – How can we share participant and program information to assure adequate referral and services are taking place?
- Partners – Who are the key local workforce system providers and human service providers in your area to best leverage resources for these participants?
- Plan – To make our team successful we must identify and recruit eligible youth and connect them to our respective services. What is your local or regional strategy to make this happen? How does this plan support the initiatives outlined in the Combined State Plan? How does this plan assure the participant doesn't jeopardize any existing benefits?
- Performance – Once the three aforementioned P's are correctly identified, the performance will begin to take care of itself.

## Strategy Session 4: Two-Generational Overview

- TANF programs may have more expertise in serving individuals who have barriers to employment, including in running transitional jobs programs.
- Workforce systems can learn from partnerships with DHS service providers about the services and supports needed by those who face barriers to employment.

## Strategy Session 5: WIOA/Labor Perspective

- TANF stakeholders may be able to influence WIOA to ensure it effectively serves the most disadvantaged workers
- Coordinated approach to 'life skills,' 'soft skills,' and 'employment etiquette' education
- How will the referral process look?
- How will you engage jobs4tn.gov?

# TANF/WIOA Partnership Worksheet

Use this worksheet and the points above to develop your partnership strategic plan.

## Strategy Session 1: WIOA/TANF Perspective

- WIOA—AJCs = Workshops
  - TANF—Work with participants one on one
  - DHS Tells participants about AHCs & WIOA —but many times they don't come in. Referral noted in case notes
1. Local Teams—Develop a flow chart (steering committee)
    - Look at what we are currently doing and see what we need to do
    - WIOA needs to change perception of TANF clients (Don't think about performance measures!) co-enrollment/co-locating
    - Establish a referral process
    - Improve ACCENT— to be able to make/document referrals  
How do we use technology to improve partnership? (Interface-like they do with SNAP)
    - Plan=to present to stakeholders
  2. Make the AJCs a one-stop shop
    - Co-location (even if 1-2 days a week)

\*Triage—to identify needs →refer based on an initial assessment

-However—need to establish joint case management to determine client needs and prevent duplication of services (Identify roles and responsibilities)

# TANF/WIOA Partnership Worksheet

## Strategy Session 2: Leveraging Resources

What are the resources offered by local workforce system providers and service providers in your area that can be leveraged?

Name Resources	Agency
<ul style="list-style-type: none"> <li>• Resource Room</li> <li>• Co-location of partners (ABE WIOA etc.)</li> <li>• Support Services</li> <li>• Employer Partnerships (work experience &amp; Community Service)</li> <li>• Adult Education</li> <li>• CSBG</li> <li>• Civic Organizations—Goodwill</li> </ul>	AJs Partners TANF WIOA SNAP Workforce Services ECMS-employment and case management services

Who are the key local workforce system providers and DHS service providers that will leverage resources to help clients?

Agency Contact	Number	Email
AJC Coordinators Department Directors Organization Directors	To be determined at the local levels Sharepoint-Cloud-based sharing info	

# TANF/WIOA Partnership Worksheet

## Strategy Session 3: Youth/TANF

Who are the key local workforce system providers and DHS service providers in your area that will leverage resources to help clients?

BOEs  
Adult Education  
Housing Authority  
Employers

In WIOA there is an opportunity to develop partnerships among a broad network of workforce and DHS service programs in identifying and recruiting eligible disadvantaged youth, connecting them to services made available by WIOA provisions for both youth and adult employment and training activities, and providing the resources and supports needed to ensure success. What is your local strategy to accomplish this statement?

Board of Regents Institutions  
CBOs  
Impact Group

# TANF/WIOA Partnership Worksheet

## Strategy Session 4: Two-Generational Overview

- Look at the needs of the entire family  
Outcomes for parent(s) and child/children
- Look at the barriers  
Childcare
- 21<sup>st</sup> century Human Services Delivery Model
- Collaboration/Interact
- 4 key components
  1. Education
  2. Economic supports
  3. Health & Well-being (ACES)
  4. Social Capital
- Connect with education training—TN Reconnect TN Promise

# TANF/WIOA Partnership Worksheet

## Strategy Session 5: WIOA/Labor Perspective

### Next Steps for TANF/WIOA Partnership in your area...

To monitor our progress, we will take these steps.

*List the actions your organization will take to follow up on the plan's implementation, including a timeline for checking in and evaluating your progress.*

- Meet to provide overview of each other's program
- Develop a referral process and career pathway flow chart
  - Cross-referring to workshops
  - Provide case notes, pertinent information about clients
- Other resources/partnerships available
  - Healthcare, child care, emergency assistance, etc.
- Look at locations in area—send TANF/WIOA Staff to the locations one or more days/week
  - Especially where we don't have an office