



STATE OF TENNESSEE
DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT
DIVISION OF WORKFORCE SERVICES
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Workforce Services Policy: Regional and Local Plans PY 18-20

Purpose

To provide guidance and establish procedures regarding the preparation of both regional and local plans required by WIOA. This policy replaces Workforce Services Policy- PY 18 Transitional Regional Plans TN WIOA 16-4 and Workforce Services Policy- PY 18-2020 Transitional Local Plans TNWIOA 17-4. It will also act as the 2018 modification to regional and local plans.

Scope

Office of the Governor, **Title I** - Adult, Dislocated Worker, and Youth Programs, **Title II** - Adult Education and Family Literacy Act Program(AE); **Title III** - Wagner-Peyser Act Program (WP); **Title IV**- Vocational Rehabilitation Program (VR); Tennessee Department of Labor and Workforce Development (TDLWD); Workforce Services Division (WSD); Tennessee Department of Economic and Community Development (ECD); Tennessee Department of Education (TNED); Tennessee Department of Human Services (DHS); Tennessee Department of State (TDS); State Workforce Development Board (SWDB); Regional Planning Council (RPC); American Job Center (AJC); One-Stop Operator (Operator); Workforce Innovation and Opportunity Act (WIOA); Local Workforce Development Boards (LWDB); Local Workforce Development Areas (LWDA); other Workforce System Sub-Recipients (Sub-Recipients); Workforce System Partners (Partners); Tennessee Training Providers (TP); Training and Employment Guidance Letter (TEGL).

References

Public Law 113-128 WIOA of 2014, as amended (29 U.S.C. 3101 et seq.), Section 121(g), Notice of Proposed Rule Making (NPRM) WIOA Regulations, 20 CFR 601,651,652 et al., Office of Management and Budget (OMB) cost principles codified in 2 CFR Part 220, CFR 225 and CFR 230; TEGL 4-15.,678.800, 678.305(d); Workforce Services Policy #19: One-Stop Certification.

Background

This policy is intended to provide assistance for the preparation of both regional and local plan modification required by WIOA. The Tennessee Combined State Plan gives an overview and provides background on the relationship between the State plan, regional plans, and local plans. The Tennessee Combined State Plan aspires for a results-driven skills development system providing the opportunity for the State's job seekers, workers and businesses to sustain economic viability and self-sufficiency. The system shall respond to changes in industry and sectors, as well as the skills, knowledge and needs of employers. The system shall also respond to the needs of workers and job seekers, assisting with acquiring new skills and overcoming barriers. Educators and economic development shall serve as partners who have a pressing stake in the system. Alignment of activities with local education and regional economic strategies will aid in providing opportunities for self-sufficiency.

Policy:

State of Tennessee Workforce Vision

To increase the competitive position of Tennessee business through the development of a high skilled workforce.

Guiding Principles

- Strong Partnerships with Business at All Levels
- Career Pathways to Today's and Tomorrow's Jobs
- Cross-agency Collaboration and Alignment
- Integrated Service Delivery
- Access and Opportunity for all Populations
- Clear Metrics for Progress and Success
- Focus on Continuous Improvement and Innovation

In order to achieve the State's vision, the following five (5) key objectives have been developed:

- Increase access to education, training, and employment; particularly for people with significant barriers to employment.
- Create a comprehensive, high-quality workforce system by aligning workforce investment, education, and economic development.
- Improve quality and labor market relevance of workforce investment, education, and economic development efforts.
- Promote improvement in the structure and delivery of services.
- Increase economic self-sufficiency, meet employer needs, and enhance the productivity and competitiveness of Tennessee.

WIOA Regional/Local Plan Information

Regional Planning Council

The composition as well as roles and responsibilities of the Regional Planning Council (RPC) are:

Comprised of members who represent the core WIOA partners (Title I, Title II, Title III, and Title IV), secondary (K-12) /post-secondary representatives, Department of Human Services (TANF/ SNAP), industry and economic development.

Responsibilities

- Meet to advise and recommend action plans for the local areas
- Ensure the WIOA regional plan action steps intended to streamline regional workforce systems using the five key workforce objectives.
- Foster a Culture of Achievement within the Region
- Set WIOA Implementation Schedules and Meetings with Stakeholders
- Leverage Region and Local Boards without Duplication
- Ensure alignment of the Local Workforce Development Areas with the ECD Regions

New Regional and Local Plan Partnership Elements

Each LWDA and Regional Planning Council will be required to answer at least one of the following new partnership elements below:

- Public Assistance Recipient- Self Sufficiency Partnership
- Workforce- Correction Partnership
- Competitive Integrated Employment

Community Engagement and Public Comment Process

Local Boards are subject to the open meeting requirements of the TCA § 8-44-101-111. The intent of the law is to ensure that meetings are properly noticed, agendas are made available and that the public has an opportunity to provide comment on local policy and operations.

For purposes of the forthcoming planning process, the State Board recognizes that a greater level of meaningful participation from stakeholders, community, and service populations' participation is more necessary than that which is minimally required to comply with TCA § 8-44-101-111. As such, the State Board is providing additional community engagement requirements to ensure that the interests of client populations are placed at the center of all planning as Local Boards move forward and work with stakeholders to modify regional and local plans.

Requirements for Planning Process are as follows:

- Follow applicable open meeting guidelines.

- Notification must be shared with all relevant regional/local stakeholders, and general public ensure opportunities to participate in and provide feedback on local/regional plan modifications.
- Stakeholders invited to participate in planning processes must include all of the following: organizations providing services to the re-entry population and English learners, as well as adult education partners, SNAP/ TANF representatives, disability organizations associated with the Department of Vocational Rehabilitation and located within other systems.
- Must hold one listening session or planning meeting outside of regular business hours (regular business hours are presumed to be 8am-5pm Monday through Friday). This meeting should be public and made available to participants in the geographic area where the board has jurisdiction.
- Local Boards must post the meeting notice in a prominent, clear location on the Local Board website, in the lobby of office(s), and at America's Job Centers (AJCs).

Additionally to comply with Title 20 CFR Sections 679.500-580, Local Boards representing each Local Workforce Development Area (Local Area) in a RPC must provide an opportunity for public comment on local and regional plan modifications developed through both the local and regional planning process before submitting the plan modifications to the Governor. To provide adequate opportunity for public comment, the Local Boards must additionally do all of the following once planning modifications have been drafted:

- Make copies of the proposed regional and local plan modifications available to the public through electronic and other means, such as public hearings and local news media.
- Include an opportunity for comment by members of the public, including representatives of business, labor organizations, education, and other relevant stakeholders.
- Provide a minimum of 15 and no more than a 30-day period for comment on the plan before its submission to the SWB, beginning on the date on which the proposed plan is made available.
- The Local Boards must submit any comments that express disagreement with the plan modifications as an attachment to the plan modifications submitted to SWDB.

Consistent with WIOA Section 107(e), the Local Board must make information about the development of plan modifications available to the public on a regular basis through

electronic means and open meetings. Under WIOA Section 188 public meetings and publicly disbursed information pertaining to regional plan content must be made accessible to individuals with disabilities to ensure an opportunity for full and equal participation in the regional planning process.

Plan Submission and Decision

Regional and local plans must follow the format as laid out in Local/ Regional Planning Guide (Attachment A). The required items and contents will be reviewed and scored for quality and completeness to meet compliance requirements.

Regional and local plans must be submitted to the State Board, **no later than January 18, 2019.**

Each RPC and Local Board within the planning region must submit one package that includes the following:

- Electronic version of the regional plan and local plan(s) in pdf format with required attachments labeled and signatures.

A CLEO signature is required for local plans, but not regional plans. However, CLEOs are still required to approval final regional plans and include documentation of the approval (meeting minutes, resolutions etc.) with their submission.

Decision

The Tennessee Department of Labor and Workforce Development will a notification of approval within 90 days of submission. The Tennessee Department of Labor and Workforce Development will follow up with any regional and/or local if their plans are not approved (**WIOA section 679.570**).

The Tennessee Department of Labor and Workforce Development may choose not to approve a draft plan submission for any of the following reasons:

- Deficiencies exist in activities carried out in **WIOA sections 211 and 212, and WIOA sections 221,222,223,224 and 225**
- The plan does not comply with the applicable provisions of WIOA, such as provisions outlined in the **Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.)**
- The plan does not align with Tennessee's Combined State Plan
- The plan does not align with the respective regional or local plan(s).

Timeline

Timeline

Activity	Deadline Date
Regional/ Local Plan Policy approved	November 30, 2018
Plans submitted to SWA with CLEO signature	No later than, January 18, 2019
Approval recommendations issued to SWDB & local/regional areas notified of any deficiencies	February 1, 2019
SWB Presentations	February 8, 2019
All Plans to receive full approval	No later than, May 8, 2019

Contact:

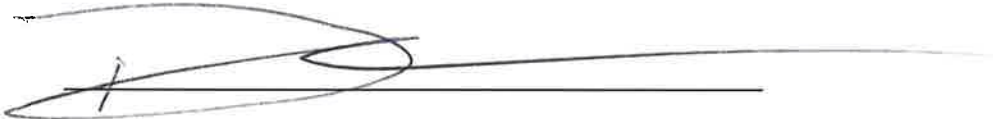
For any questions related to this policy, please contact Workforce Services at Workforce.Board@tn.gov.

Attachments

- A. Local and Regional Plan Guide
- B. New Partnership Elements Guide
- C. PY 2018-2020 Regional and Local Planning Format
- D. Regional Plan Scoring Matrix
- E. Local Plan Scoring Matrix
- F. New Plan Elements Scoring Matrix

Effective Date: November 30, 2018

Duration: Indefinite



Deniece Thomas, Assistant Commissioner of Workforce Services



Local and Regional Planning Guide

Plan Components

Executive Summary with Abstract & Coversheet
I. Regional Plan Components
Economic and Workforce Analysis
Strategies for Service Integration
Vision, Goals and Implementation Strategies
II. Local Plan Components
Operating Systems and Policies
Vision, Goals and Implementation Strategies
Performance Goals and Evaluation
Technical Requirements and Assurances
III. New Planning Element Component – Local and Regional
IV. Required Attachments

Regional and local plan modifications are limited to 25 pages each. Information in attachments does not count toward these page limits. As stated above, required and elective local and regional plan modifications must be included as informational attachments to the main narrative descriptions of the local and regional plans. These include but are not limited to items pertaining to community engagement, outreach and the public comment process, background information, and information pertaining to the assessment of need and population size. All other required local and regional plan modifications are expected to be addressed in the 25 page narratives of the associated local and regional plans.

Regional Planning Regulations:

The Workforce Innovation and Opportunity Act and final regulations require Local Boards and chief elected officials (CEO) within an identified planning region to participate in a regional planning process that results in the preparation of a regional plan that includes:

- The establishment of regional service strategies, including use of cooperative service delivery agreements (§ 679.510(a)(1)(i));
- The development and implementation of sector initiatives for in-demand industry sectors or occupations for the planning region (§ 679.510(a)(1)(ii));
- The collection and analysis of regional labor market data (in conjunction with the state), which must include the local planning requirements at § 679.560(a)(1)(i) and (ii);
- The coordination of administrative cost arrangements, including the pooling of funds for administrative costs, as appropriate (§ 679.510(a)(1)(v));
- The coordination of transportation and other supportive services as appropriate (§ 679.510(a)(1)(vi));
- The coordination of services with regional economic development services and providers (§ 679.510(a)(1)(vii)); and
- The establishment of an agreement concerning how the planning region will collectively negotiate and reach agreement with the Governor on local levels of performance for, and report on, the performance accountability measures described in WIOA Sec. 116(c) for local areas or the planning region (§ 679.510(a)(1)(viii)).

Economic and Workforce Analysis

This chapter must demonstrate how the region has collected and analyzed regional labor market information which must include the local planning requirements. Regional teams are encouraged to use the labor market information posted on TN.gov/workforce and Tennessee's Virtual One-Stop System (VOS), which will provide consistency in the data used for regional analysis throughout the state.

A. Plans must include an analysis of:

- Economic conditions including existing and emerging in-demand industry sectors and occupations;
- Employment needs of employers in existing and emerging in-demand industry sectors and occupation;
- Knowledge and skills needed to meet the employment needs of the employers in the region, including employment needs in in-demand industry sectors and occupations; and
- An analysis of the regional workforce, including current labor force employment and unemployment data, information on labor market trends, and educational

and skill levels of the workforce, including individuals with barriers to employment.

Regions must answer all questions when responding to this requirement:

1. How were all partners involved in providing, analyzing and agreeing on supply and demand data and the targeted sectors/industries/occupations/skills?
2. How is the region changing in terms of demographics, labor supply and occupational demand?
3. What are the policy and service implications of the current and projected Labor Market Information?
4. What special populations exist in the region, what is their magnitude, and what are the policy and service implications to meet the needs of these individuals?
5. What sectors / industries / occupations / skills are in demand and targets of opportunity?
 - a. What sectors / industries / occupations have favorable location quotients?
 - b. What sectors / industries / occupations have favorable demand projections based on growth?
 - c. What sectors / industries / occupations have favorable demand projections based on replacements?
 - d. What sectors / industries / occupations are considered mature but still important to the economy?
 - e. What sectors / industries / occupations are considered emerging in the regional economy?

B. Describe the development and implementation of sector initiatives for in-demand industry sectors or occupations for the planning region.

Region must answer all of the following questions when responding to this requirement:

1. What sectors / industries / occupations / skills are the regional priorities and how was this determined? Explain how the status of growing, maturing and emerging was factored into the ranking.
2. Describe the partners that are participating in the sector strategy development. Include a description of the meetings that have taken place and the strategy by which partners will continue to be engaged.
3. What other public-private partnerships exist in the region that could support sector strategies and what is their role in planning?
4. How well do the existing skills of job seekers match the demands of local businesses?
5. Describe the plans for future strategy development for future sectors. If applicable, discuss the next sectors to be targeted.



Local and Regional Planning Guide

Strategies for Service Integration

This regional component of the plan must describe the regional service strategies, including use of cooperative service delivery strategies.

- A. Provide an analysis of workforce development activities, including education and training, in the region. This analysis must include the strengths and weaknesses of workforce development activities and capacity to provide the workforce development activities to address the education and skill needs of the workforce, including individuals with barriers to employment, and the employment needs of employers.

Region must address all of the following questions when responding to this requirement:

1. How well do existing training programs in the region and local areas prepare job seekers to enter and retain employment with regional businesses?
 2. What existing service delivery strategies will be expanded based on promising return on investment (ROI)?
 3. What new service strategies will be used to address regional educational and training needs based on promising ROI?
 - a. What existing service delivery strategies will be curtailed or eliminated based on minimal ROI?
 - b. What steps will be taken to support the state strategies and goals to align and integrate education, workforce and economic development?
- B. Describe how transportation and other supportive services are coordinated within the region.

Regions must answer the following questions when responding to this requirement:

1. What regional organizations currently provide or could provide supportive services?
 2. What policies and procedures will be established to promote coordination of supportive services delivery?
- C. Describe the coordination of services with regional economic development services and providers

Regions must answer all of the following questions when responding to this requirement:

1. What economic development organizations or businesses are actively engaged in regional planning?

2. What economic development organizations or businesses were invited to participate but declined?
 3. What input was provided by regional economic development organizations and businesses?
 4. What input provided by economic development and businesses was incorporated into the regional plan?
- D. Describe the coordination of administrative cost arrangements, including the pooling of funds for administrative costs, as appropriate.

Vision, Goals and Implementation Strategies

This section will outline how the Local Boards will coordinate into the regional workforce, education and economic development activities with regional activities that are carried out in the local areas. The responses must illustrate that business, education and workforce development stakeholders have provided input and are in agreement with the plan

- A. Describe the strategic vision to support state, regional and local economic growth.
- B. Describe the goals for preparing an educated and skilled workforce (including youth and individuals with barriers to employment), and goals relating to the performance accountability measures based on performance indicators.
- C. Provide a description of the regional strategies that will achieve the vision and goals. This must include a description of the strategies and services that will be used in the regional planning areas.
 - To facilitate engagement of employers in workforce development programs, including small employers and employers in in-demand industry sectors and occupations
 - To support a local workforce development system that meets the needs of businesses in the local area
 - To better coordinate workforce development programs and economic development;
 - To strengthen linkages between the one-stop delivery system and unemployment insurance programs;
 - To promote entrepreneurial skills training and microenterprise services; and
 - To implement initiatives such as incumbent worker training programs, on-the-job training programs, customized training programs, industry and sector strategies, career pathways initiatives, utilization of effective business intermediaries, and other business services and strategies designed to meet the needs of regional employers.

- D. Describe the steps that will be taken to support the state key objectives to align and integrate education, workforce and economic development including:
- Increase access to education, training, and employment; particularly for people with significant barriers to employment.
 - Create a comprehensive, high-quality workforce system by aligning workforce investment, education, and economic development.
 - Improve quality and labor market relevance of workforce investment, education, and economic development efforts.
 - Promote improvement in the structure and delivery of services.
 - Increase economic self-sufficiency, meet employer needs, and enhance the productivity and competitiveness of Tennessee.

Operating Systems and Policies

This chapter must provide an overview of all the operating systems with attachments of policies within the LWDA

- A. Provide a description of the one-stop delivery system in the local area, including the roles and resource contributions of the one-stop partners
- Identify the career services and other program services to be provided, include the location (address) at which services will be accessible including the:
 - Comprehensive One-Stop Centers
 - Affiliated Workforce Centers
 - Specialized Workforce Centers, and
 - Access Points
 - Explain how the one-stop centers provide or will begin to provide on demand access to the required career services in the most inclusive and appropriate setting and accommodations. Provide information regarding the one-stop operator and describe the methods for coordinated service delivery between operator and partners.
 - Provide information regarding the one-stop operator and describe the methods for coordinated service delivery between the operators and partners.
 - Name of the procured one-stop operator
 - Describe the functions and scope of work of the one-stop operators
 - Describe how the one-stop operator was procured
 - Describe the local operator's role and responsibility for coordinating referrals among required partners.
- B. Describe the local referral process.
- Identify the entities between who the referrals occur.
 - Explain the method(s) that will be used to refer participants between programs.

- Define the roles related to referrals.
 - Identify the method of tracking referrals.
 - Describe specific arrangements to assure that individuals with barriers to employment, including individuals with disabilities, can access available services.
- C. Provide a description of how the local area will provide adult and dislocated worker employment and training activities including:
- A description and assessment of the type and availability of adult and dislocated worker employment and training activities in the local area.
 - A description of how the Local Board will coordinate workforce investment activities carried out in the local area with statewide rapid response activities.
- D. Provide a description of how the local area will provide youth activities including:
- A description and assessment of the type and availability of youth workforce investment activities in the local area, including activities for youth who are individuals with disabilities, which must include an identification of successful models of such activities.
 - A description of how local areas will meet the requirements of the in-school youth waiver including the expenditure requirement for in-school youth and individual training account (ITA) opportunities for at-risk in-school youth.
- E. Provide a description of how the local area will provide services to priority populations as outlined in Tennessee's State Combined Plan:
- Provide information on how priority will be given to recipients of public assistance, other low-income individuals and individuals who are basic skills deficient consistent with WIOA Sec. 134(c)(3)(E). (§ 679.560(b)(21))
 - Describe how the Local Board will determine priority populations and how to best serve them, along with any other state requirements.
- F. Describe how training services outlined in WIOA Sec. 134 will be provided through the use of individual training accounts, including, if contracts for training services will be used, how the use of such contracts will be coordinated with the use of individual training accounts under that chapter
- Provide a copy of the local Individual Training Account Policy
- G. Describe how the Local Board will ensure informed customer choice in the selection of training programs regardless of how the training services are to be provided
- H. Describe how the Local Board will ensure the continuous improvement of eligible providers of services through the system and that the providers will meet the employment needs of local employers, workers and jobseekers.
- Provide a copy of the local training provider approval policy and procedures.



Local and Regional Planning Guide

- I. Describe how the Local Board will coordinate the provision of transportation and other appropriate supportive services in the local area.
 - Provide a copy of the local supportive service policy

Vision, Goals and Implementation Strategy

This section will outline how the Local Boards will coordinate the local workforce, education and economic development activities with local activities that are carried out in the areas. The responses must illustrate that business, education and workforce development stakeholders have provided input and are in agreement with the plan

Local areas must answer all of the following questions when responding to this requirement:

- A. Provide a description of how the local board, working with the entities carrying out core programs, will expand access to employment, training, education, and supportive services for eligible individuals, particularly eligible individuals with barriers to employment. Include how the local board will facilitate the development of career pathways and co-enrollment, as appropriate, in core programs, and how it will improve access to activities leading to a recognized postsecondary credential, academic or industry recognized.
- B. Provide a description of how the area will implement initiatives such as incumbent worker training programs, on-the-job training programs, customized training programs, industry and sector strategies, apprenticeships, career pathways initiatives, utilization of effective business intermediaries, and other business services and strategies designed to meet the needs of employers in the corresponding region in support of the business service strategy.
- C. Provide a description of how the local board will coordinate education and workforce development activities, including all core programs, carried out in the local area with relevant secondary and postsecondary education programs and activities to coordinate strategies, enhance services, and avoid duplication of services.
- D. Describe how the Local Board will support the strategy identified in the State Plan and work with the entities carrying out core programs and other workforce development programs, including programs of study authorized under the Carl D. Perkins Career and Technical Education Act of 2006 (20 U.S.C. 2301 et seq.) to support service alignment

Local areas must select at least one from the following new plan elements to address and provide a write response. (See Attachment B)

- a. **Public Assistance Recipient to Self Sufficiency Element**



Local and Regional Planning Guide

- b. Workforce and Correction Partnership
- c. Competitive Integrated Employment Partnership

Performance

The plan must include information on the actions the Local Board will take toward becoming or remaining a high performing board, consistent with the factors developed by the State Board

- A. Provide information regarding the projected local service levels.
- B. Provide information regarding the local levels of performance negotiated with the Governor and chief elected official consistent with WIOA Sec. 116(c), to be used to measure the performance of the local area and to be used by the Local Board for measuring the performance of the local fiscal agent (where appropriate), eligible providers under WIOA Title I Subtitle B and the one-stop delivery system in the local area.
 - a. WIOA Common Measure

Technical Requirements , Assurances, and Evaluation

This chapter includes the technical requirements and assurances that are required by the Workforce Innovation and Opportunity Act.

- A. Provide information regarding the use of technology in the one-stop delivery system, including a description of:
 - How are the AJCs centers implementing and transitioning to an integrated, technology-enabled intake and case management information system for programs carried out under WIOA (§ 679.560(b)(20)).
 - How will the Local Board facilitate access to services provided through the one-stop delivery system, including in remote areas, through the use of technology and other means.
- B. Physical Accessibility
 - Describe how entities within the one-stop delivery system, including one-stop operators and the one-stop partners, will comply with WIOA Sec. 188, if applicable, and applicable provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) regarding the physical and programmatic accessibility of facilities, programs and services, technology and materials for individuals with disabilities, including providing staff training and support for addressing the needs of individuals with disabilities.

C. Fiscal Management

- Identify the entity responsible for the disbursement of grant funds described in WIOA as determined by the chief elected official or the Governor under WIOA.
- Provide a copy of the local procurement policies and procedures and describe the competitive procurement process that will be used to award the subgrants and contracts for WIOA Title I activities.
- Describe how the local area will meet the required 50 percent minimum participant cost rate (MPCR)

D. Describe a planned or existing approach regarding which local strategies will be financed by the transfer of Title I workforce funds, including the maximum dollar amount and/or percentage that is authorized to be transferred on an annual basis:

- To transfer funds between the adult and dislocated worker funding streams.
- To use funds for incumbent worker training as outlined in WIOA Sec. 134(d)(4)(A)(i).
- To use funds for transitional jobs as outlined in WIOA Sec. 134(d)(5).

E. Provide copies of executed cooperative agreements (as applicable) which define how all local service providers, including additional providers, will carry out the requirements for integration of and access to the entire set of services available in the local one-stop system, with respect to efforts that will enhance the provision of services to individuals with disabilities.

- This may include cross training of staff, technical assistance, use and sharing of information, cooperative efforts with employers and other efforts at cooperation, collaboration and coordination.

F. Provide copies of Title VI trainings to all service providers, One-Stop Operators, and Board.



New Planning Elements Guide

Regional and local areas must select at least one from the following new plan elements to address and provide a written response.

- Public Assistance Recipient to Self Sufficiency Partnership
- Workforce and Correction Partnership
- Competitive Integrated Employment Partnership

I. Workforce- Correction Partnership

The State Workforce Board has entered into a formal partnership with the Tennessee Department of Correction (TDOC), with the goal of improving labor market outcomes of the state's formerly-incarcerated population often known as justice involved. This partnership seeks to provide the state's nine (9) local workforce areas with resources that will enable regions to better serve the formerly-incarcerated by fostering partnerships between Local Boards, TDOC reentry service providers, parole and probation field offices, employers, and community-based organizations (CBOs), faith-based organizations (FBOs), labor organizations, vocational training providers, and social enterprises that serve the formerly incarcerated and justice-involved individuals.

Regional- local plan updates must specify how Local Boards and RPCs will partner with CBOs, TDOC contracted reentry service providers, and representatives of State Parole and County Probation Departments to provide seamless, integrated, and effective services to the formerly incarcerated and other justice-involved individuals in each of the three (3) grand regions. The CBOs will play a central role in successful correction partnerships due to their expertise (often firsthand) and unique capacity to understand and provide impactful services to the reentry population. Regional- local plans should include specific strategies for how Local Boards will engage and work with specific partner CBOs to offer new, effective services that better meet the needs of their local reentry population.

Assessment of Need and Population Size

- Provide an overview of the size and, to the extent feasible, demographics of the supervised population in the region, an assessment of the types of services needed, and the evidence, rationale, and/or track record of success as to why those types of services are needed to help the supervised population achieve long-term employment outcomes in occupations that pay a family-sustaining, livable wage. Provide the number of individuals released annually from the state prison to the region.
- Provide, on an annual basis, the number of formerly incarcerated individuals served by the region's workforce development system since July 1, 2016 and any data on rates of success (e.g. training completions, job placements, long term employment outcomes, wages, demographics, etc.). Describe the ways in which program partners will facilitate information sharing to evaluate need.

Services – Who, What, When, and How of Alignment

- Describe existing and prospective partnerships with stakeholders in the RPC and the Local Areas of each RPC to coordinate reentry, workforce, and related education service delivery to the formerly incarcerated and justice-involved populations.
- Describe the types of services that are currently funded by existing, new, and prospective regional partners, the baseline levels of service (number of individuals and types of service) currently being provided in the region to individuals from this population, and how the regional plans will modify the types and quantity of services provided. These modifications should reflect the diversity of services needed to address the evolving needs of individuals prior to and upon release.
- Identify potential barriers to successful participation and completion of workforce education and training among the region’s reentry population, and describe which supportive services (e.g. transportation, childcare, housing assistance, etc.) will be provided, the partners responsible for providing those services, and the process by which individuals will be furnished with those services. Included in this description should be a plan that articulates outreach and recruitment strategies for ensuring these services are provided to those individuals who need the services most.
- Identify existing and potential opportunities to collaborate with parole and probation partners to determine pre-release when formerly incarcerated individuals are being released into the community and how workforce partners will work with parole and probation to link those being released to workforce services that align with the level of support each individual needs. Identify existing intake and case management needs for serving the justice-involved population, and describe how case managers will obtain current information about the education and training an individual received while incarcerated so as to build on both prior assessments of needs and pre-release education and training when determining which services and training to provide as well as how to best position individuals for job placement. This should include the sharing of transcripts or other training information acquired while incarcerated (e.g. certificates, diplomas, degrees, documented work experience, etc.) with LWDBs.

Relationship to Regional Labor Market Needs, Regional Sector Pathway Programs, and Regional Partnerships

- Develop resources to inform employers about the federal Work Opportunity Tax Credit, Federal Bonding, information about CBOs and other organizations that provide job placement services for formerly incarcerated people, and the benefits of hiring formerly incarcerated people.
- Describe how regional partnerships to serve the formerly incarcerated will interface with existing regional sector pathways efforts described in existing WIOA regional plans. Describe staff and training needs of RPCs, Local Boards, and partners to adequately serve this population.
- Describe the process in which identification of and engagement with employers, industry sector partnerships, and labor-management partnerships that are willing to hire formerly incarcerated and justice-involved individuals, including those with felony convictions and those who are currently under state or county supervision will occur.
- Describe how the region or local area will pursue shared case management of the formerly incarcerated and justice involved individuals served pursuant to the workforce-correction partnership, including the following:
 - a. How workforce professionals will coordinate services and referrals with representatives of State Parole and County Probation supervision.
 - b. How workforce professionals will work with CBOs to provide peer support, housing, transportation, food, family reunification, and other supportive and direct services.

II. Social Program Recipient- Self Sufficiency Partnership

The State Board has entered into a formal partnership with the TN Department of Human Services (TDHS), with the goal of improving labor market outcomes for all recipients of SNAP and TANF, including but not limited to participants in SNAP Employment & Training services.

- Better aligning employment outcome measures of public assistance recipients.
- Improving employment rates and wage gains for all people who receive public benefits, a priority population for both Workforce Development Boards and Human Service Agencies.

Local plan modifications must specify how Local Boards will partner with CBOs, service providers, community colleges, TCATs and representatives from County Human Service agencies for individuals in their local area through co-enrollment. WIOA designates priority of service to focus on recipients of social programs. Social program recipients are considered recipients of public assistance, not limited to SNAP, TANF, Medicaid, and/or Women, Infant, and Children (WIC) for the purpose of local and regional implementation.

Assessment of Need and Population Size

- Provide an overview of the size and characteristics of both the total social program recipient populations in the local/regional area and the current SNAP E&T participant population.
- Describe the employment barriers experienced by people receiving social programs in your local /region area, including potential barriers faced by people with disabilities, and resources that can be utilized to assist with overcoming these barriers. Describe the ways in which program partners will facilitate information sharing to evaluate needs

Services – Who, What, When, and How of Alignment

- Explain how local/regional partners will identify and partner with local/regional organizations that serve specific types of social program recipient populations and strategies for leveraging existing resources in the community.
- Describe the types of services that are currently funded by existing, new, and prospective partners, the baseline levels of service (*number of individuals through co-enrollment and types of service*) currently being provided in the area to individuals from this population, and how the regional plans will modify the types and quantity of services provided. These modifications should reflect the diversity of services needed to address the evolving needs of individuals.

- Identify potential barriers to successful participation and completion of workforce education and training among the region’s reentry population, and describe which supportive services (e.g. transportation, childcare, housing assistance, etc.) will be provided, the partners responsible for providing those services, and the process by which individuals will be furnished with those services. Included in this description should be a plan that articulates outreach and recruitment strategies for ensuring these services are provided to those individuals who need the services most.
- Identify existing and potential opportunities to collaborate with CBOs, FBOs and how workforce partners will work these organizations to link and align this workforce with the level of support each individual needs. Identify existing intake and case management, and describe how case managers will obtain current information about the education and training an individual received when determining education and training needs to provide as well as how to best position individuals for job placement. This should include the sharing of transcripts or other training information acquired while incarcerated (e.g. certificates, diplomas, degrees, documented work experience, etc.) with LWDBs and other partner agencies.

Regional Alignment, Coordination, and Integration

- Describe how local/regional partners will braid resources and coordinate service delivery to people receiving public assistance, including by leveraging resources from SNAP E&T third partner partners for workforce services, sector pathway programs, supportive services and retention efforts.
- Explain how local/regional partners will identify and partner with local/regional organizations that serve specific types of public assistance populations (i.e. formerly incarcerated individuals, non-custodial parents, etc.) and strategies for leveraging existing resources in the community.
- Describe the role of local/regional partners in helping provide services to and integrating people who are social program recipients into sector pathway programs, including participation in program development, outreach, and the provision of specialized supportive services.
- Describe the ways in which local/regional partners will work together to provide supportive services to this population and facilitate program completion



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- a. Describe the process Local Boards and their partners will use to retain this population in regional sector pathway programs as they progress into livable wage jobs and careers.
- b. Describe the types of workforce services available to people receiving social program services that are and can be funded by local/regional partners, the baseline level of service (e.g. number of individuals and types of services), and how the local/regional plan will modify the types and quantity of workforce services provided to this population.

III. Competitive Integrated Employment (CIE)

In 2018, the TDLWD partnership agreement was updated to include new language about how workforce, TN Department of Vocational Rehabilitation (TDVR), and additional CIE partners would collaborate to create more CIE opportunities for Tennesseans with disabilities. This updated agreement required further specificity in the local and regional planning guidance for Local Boards and Regional Planning Units to update their regional and local plans.

- The TDVR administers employment services are provided in Tennessee over an extended period of time to individuals with significant physical and mental disabilities to assist them to prepare for and obtain competitive employment in integrated work settings at or above minimum wage. More information about VR services can be found in TN Combined State Plan.
- The Special Education Division of the TDOE provides general supervision of LEAs which provide transition services to students with disabilities (SWDs) statewide.

Regional and Local areas must address the way in which Local Boards will engage and work with partners to align with the State’s CIE “blueprint”, also called the Executive Order No. 28 issued by Governor Haslam. Plans should outline how partnerships allow for the creation of more opportunities for CIE. Additionally, plans should identify the LEAs, regional centers, TDVR districts and other partners that Local Boards and job centers are collaborating with to develop these opportunities. The State Board recommends that Local Boards and Stop Operators/AJCs.

Assessment of Need and Population Size

- Provide an overview of the size and characteristics of the total individuals with a disability populations in the local/area region (e.g., gender, race/ethnicity, age, Limited English Proficient (LEP), foreign born, formerly incarcerated, etc.).
- Describe the employment barriers experienced people with disabilities, and resources that can be utilized to assist with overcoming these barriers for your local area/region.
- Describe the ways in which program partners will facilitate information sharing to evaluate need.

Regional Alignment, Coordination, and Integration

Supportive Services and Earn and Learn Strategies to Increase Opportunities for CIE

To assist Local Boards and AJCs in helping to create CIE opportunities through the provision of supportive services and utilization of "Earn-and-Learn strategies," the TDVR partner

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staff will designate a point of contact for the Local Boards to help provide linkages to service providers of consumers with disabilities. TDVR staff will assist in providing supportive services (i.e., job coaching) to individuals with disabilities who may or may not be enrolled in the Vocational Rehabilitation program consistent with the individuals' Individualized Plan for Employment.

- Explain how your area has or will connect with your TDVR point of contact who can provide linkages to service providers and/or supportive services (i.e., job coaching) to individuals with ID/DD who are VR consumers.
- Describe how the AJC staff will gain knowledge or training about serving individuals with disabilities and the additional programs and resources available in the area.

Employer Engagement Strategies to Increase CIE Opportunities

To better identify earn and learn opportunities, TDVR district staff will partner with the Local Boards to outreach to employers and partners to develop strategies to achieve CIE opportunities for consumers. The State Board requires that Local Boards and Business Service Teams support the recruitment, referral, and employer engagement efforts of TDVR (BECs) representatives.

- Please describe how your TDVR partner is connecting with your area in their work to outreach to employers and partners to support opportunities for individuals with disabilities to achieve CIE. If your area is developing its own recruitment, referrals, and employer engagement strategies, please describe.
- Describe strategies for offering services that are accessible to people who are likely to face the greatest challenges in the labor market such as persons with disabilities facing barriers to employment or low-income disconnected women and men with little to no previous work experience or education attainment and who require immediate income assistance.
- List the names of organizations the Local Board is partnering with to implement these plans. If participating in CIE, as explained above, please describe the level of participation.
- Explain how local workforce development boards will engage CBOs with a history of serving and working with the targeted populations, in order to offer basic skills and occupational training, job and career search assistance, and supportive services within the local workforce development system.

- Executive Summary and Coversheet
- Regional Plan Components
 - Economic and Workforce Analysis
 - Strategies for Service Integration
 - Vision, Goals and Implementation Strategies
 - New Partnership Element
- Regional Plan Attachments
 - Must provide, overall narrative description of the manner in which the stakeholder involvement requirements were met for both the local and regional plans,
 - Documentation of outreach efforts to all required planning partners, and must provide documentation that the State Workforce Development Board was provided the relevant information on all planning meetings, listening sessions, or other public meetings related to the planning process
- Local Plan Components
 - Operating Systems and Policies
 - Vision, Goals and Implementation Strategies
 - Performance Goals and Evaluation
 - Technical Requirements and Assurances
 - New Partnership Element
- Local Plan Attachments
 - Copy of the local training provider approval policy and procedures.
 - Copy of the local Individual Training Account Policy
 - Copy of the local supportive service policy
 - Copies of executed cooperative agreements
 - Copy of the local procurement policies and procedures
 - Copies of Title VI trainings to all service providers, One-Stop Operators, and Board.
 - Organizational Chart with staff and titles

Regional Plan Scoring Matrix

Economic and Workforce Analysis		Pass	Fail
i.	The plan includes an analysis of the economic conditions including existing and emerging in-demand industry sectors and occupations.		
ii.	The plan analyzes the employment needs of employers in existing and emerging in-demand industry sectors and occupation.		
iii.	The plan provides an analysis of the knowledge and skills needed to meet the employment needs of the employers in the region, including employment needs in in-demand industry sectors and occupations.		
iv.	The plan includes an analysis of the regional workforce, including current labor force employment and unemployment data, information on labor market trends, and educational and skill levels of the workforce, including individuals with barriers to employment.		
v.	The plan describes the involvement of all partners in providing, analyzing and agreeing on supply and demand data and the targeted sectors/industries/occupations/skills.		
vi.	The plan addresses how the region is changing in terms of demographics, labor supply and occupational demand.		
vii.	The plan indicates the policy and service implications of the current and projected Labor Market Information.		
viii.	The plan identifies special populations that exist in the region, including their magnitude, and the policy and service implications to meet the needs of these individuals.		
ix.	The plan identifies sectors, industries, occupations, and skills that are in demand.		
x.	The plan identifies sectors, industries, and occupations that have favorable location quotients.		
xi.	The plan identifies sectors, industries, and occupations that have favorable demand projections based on growth.		

Regional Plan Scoring Matrix

xii.	The plan identifies sectors, industries, and occupations that have favorable demand projections based on replacements.		
xiii.	The plan identifies sectors, industries, and occupations that are considered mature, yet important to the economy.		
xiv.	The plan identifies sectors, industries, and occupations that are considered emerging in the regional economy.		
xv.	The plan defines what sectors, industries, occupations, and skills that are regional priorities, including how this determination was made and how growing, maturing, and emerging factor in.		
	The plan identifies which partners are participating in the sector strategy development.		
xvi.	The plan provides a description of the meetings that have taken place and the strategy by which partners will continue to be engaged.		
xvii.	The plan identifies other public-private partnerships exist in the region that could support sector strategies and what is their role in planning.		
xviii.	The plan describes how well the existing skills of job seekers match the demands of local businesses.		
xix.	The plan describes how new MOUs will be established with other service providers to meet the requirements of the Board's directive, including but not limited to addressing any challenges associated with local ordinances or policies relevant to executing new MOUs.		
xxi.	The plan details the plans for future strategy development for future sectors.		
Strategies for Service Integration		Pass	Fail
xxii.	The plan describes the regional service strategies, including use of cooperative service delivery strategies.		
xxiii.	The plan provides an analysis of workforce development activities, including education and training in the region.		

Regional Plan Scoring Matrix

xxix.	The plan indicates the strengths and weaknesses of workforce development activities and capacity to provide the workforce development activities to address the education and skill needs of the workforce, including individuals with barriers to employment, and the employment needs of employers.		
xxx.	The plan describes how well existing training programs in the region and local areas prepare job seekers to enter and retain employment with regional businesses.		
xxxi.	The plan identifies what existing service delivery strategies will be expanded based on promising return on investment (ROI).		
xxxii.	The plan defines what new service strategies will be used to address regional educational and training needs based on promising ROI.		
xxxiii.	The plan identifies what existing service delivery strategies will be curtailed or eliminated based on minimal ROI.		
xxxiv.	The plan explains what steps will be taken to support the state strategies and goals to align and integrate education, workforce and economic development.		
xxxv.	The plan describes how transportation and other supportive services are coordinated within the region.		
xxxvi.	The plan identifies the regional organizations that currently provide or could provide supportive services.		
xxxvii.	The plan describes the policies and procedures that will be established to promote coordination of supportive services delivery.		
xxxiii.	The plan identifies the economic development organizations or businesses that are actively engaged in regional planning.		
xxxiv.	The plan identifies the economic development organizations or businesses that declined to be engaged in regional planning.		
xxxv.	The plan details the input provided by regional economic development organizations and businesses.		
xxxvi.	The plan describes the input provided by economic development and businesses that was incorporated into the regional plan.		
xxxvii.	The plan describes coordination of administrative cost		

Regional Plan Scoring Matrix

	arrangements, including pooling of funds, as appropriate.		
Vision, Goals, and Implementation Strategies		Pass	Fail
xxxviii.	The plan describes the strategic vision to support state, regional and local economic growth.		
xxxix.	The plan describes the goals for preparing an educated and skilled workforce (including youth and individuals with barriers to employment).		
xl.	The plan describes the goals relating to the performance accountability measures based on performance indicators.		
xli.	The plan provides a description of the regional strategies that will achieve the vision and goals, including a description of the strategies and services that will be used in the regional planning areas.		
xlii.	The plan describes the facilitation of engagement of employers in workforce development programs, including small employers and employers in in-demand industry sectors and occupations.		
xliii.	The plan indicates how the local workforce development system meets the needs of the businesses in the local area.		
xliv.	The plan describes the strategies to better coordinate workforce development and economic development.		
xlv.	The plan describes the strategies to strengthen linkages between the one-stop delivery system and unemployment insurance programs.		
xlvi.	The plan identifies the strategies to promote entrepreneurial skills training and microenterprise services.		
xlvii.	The plan identifies the implementation of initiatives such as incumbent worker training programs, on-the-job training programs, customized training programs, industry and sector strategies, career pathways initiatives, utilization of effective business intermediaries, and other business services and strategies designed to meet the needs of regional employers.		
xlviii.	The plan describes the steps that will be taken to support the state key objectives to align and integrate education, workforce and economic development.		
xlix.	The plan identifies strategy for increasing access to education, training, and employment; particularly for people with significant barriers to employment.		
l.	The plan describes the strategy for a comprehensive, high-		

Regional Plan Scoring Matrix

	quality workforce system by aligning workforce investment, education, and economic development.		
li.	The plan defines the approach for improving quality and labor market relevance of workforce investment, education, and economic development efforts.		
lii.	The plan identifies the method used to promote improvement in the structure and delivery of services.		
liii.	The plan identifies one of the following new plan elements, and provides a written response (Public Assistance Recipient to Self-Sufficiency, Workforce and Corrections Partnership, or Competitive Integrated Employment Partnership).		
Scoring Criteria		Pass	Fail
Fail = Does not substantively answer the element			
Pass = Does substantively answer the element			
Any section which is scored Fail will be returned for revision.			
Comments:			
Recommendations:			

Local Plan Scoring Matrix

Operating Systems and Policies		Pass	Fail
i.	The plan provides a description of the one-stop delivery system in the local area, including the roles and resource contributions of the one-stop partners.		
ii.	The plan identifies the career services and other program services to be provided, include the location (address) at which services will be accessible including, Comprehensive One-Stop Centers, Affiliate One-Stop Centers, Specialized Workforce Centers, and Access Points.		
iii.	The plan explains how the one-stop centers provide or will begin to provide on demand access to the required career services in the most inclusive and appropriate setting and accommodations.		
iv.	The plan provides information regarding the one-stop operator and describes the methods for coordinated service delivery between operator and partners.		
v.	The plan identifies the name of the procured one-stop operator, and the procurement process.		
vi.	The plan describes the functions and scope of work of the one-stop operators.		
vii.	The plan defines the local operator's role and responsibility for coordinating referrals among required partners.		
viii.	The plan identifies the entities between who the local referral process occurred.		
ix.	The plan explains the method(s) that will be used to refer participants between programs.		
x.	The plan identifies the roles related to referrals and the method used for tracking referrals.		
xi.	The plan describes the specific arrangements to assure that individuals with barriers to employment, including individuals with disabilities, can access available services.		
xii.	The plan describes how the local area will provide adult and dislocated worker employment and training activities.		

Local Plan Scoring Matrix

xiii.	The plan describes how regional partnerships to serve the formerly incarcerated will interface with existing regional sector pathway efforts described in existing Workforce Innovation and Opportunity Act regional plans.		
xiv.	The plan provides a description and assessment of the type and availability of adult and dislocated worker employment and training activities in the local area.		
xv.	The plan describes how the Local Board will coordinate workforce investment activities carried out in the local area with statewide rapid response activities.		
	The plan describes the process in which the local area will provide youth activities.		
xvi.	The plan includes a description and assessment of the type and availability of youth workforce investment activities in the local area, including activities for youth who are individuals with disabilities, which includes an identification of successful models of such activities.		
xvii.	The plan includes a description of how local areas will meet the requirements of the in-school youth waiver including the expenditure requirement for in-school youth and individual training account (ITA) opportunities for at-risk in-school youth.		
xviii.	The plan provides a description of how the local area will provide services to priority populations as outlined in Tennessee’s State Combined Plan.		
xix.	The plan describes how priority will be given to recipients of public assistance, other low-income individuals and individuals who are basic skills deficient consistent with WIOA Sec. 134(c)(3)(E). (§ 679.560(b)(21)).		
xxi.	The plan describes how the Local Board will determine priority populations and how to best serve them, along with any other state requirements.		
xxii.	The plan defines how training services outlined in WIOA Sec. 134 will be provided through the use of individual training accounts, including, if contracts for training services will be used, how the use of such contracts will be coordinated with the use of individual training accounts under that chapter.		

Local Plan Scoring Matrix

xxiii.	The plan includes a copy of the local Individual Training Account Policy.		
xxiv.	The plan describes how the Local Board will ensure informed customer choice in the selection of training programs regardless of how the training services are to be provided.		
xxv.	The plan describes how the Local Board will ensure the continuous improvement of eligible providers of services through the system and that the providers will meet the employment needs of local employers, workers and jobseekers.		
xxvi.	The plan includes a copy of the local training provider approval policy and procedures.		
xxvii.	The plan describes how the Local Board will coordinate the provision of transportation and other appropriate supportive services in the local area.		
xxviii.	The plan includes a copy of the local supportive service policy.		
Vision, Goals, and Implementation Strategies		Pass	Fail
xxix.	The plan provides a description of how the local board, working with the entities carrying out core programs, will expand access to employment, training, education, and supportive services for eligible individuals, particularly eligible individuals with barriers to employment.		
xxx.	The plan identifies how the local board will facilitate the development of career pathways and co-enrollment, as appropriate, in core programs, and how it will improve access to activities leading to a recognized postsecondary credential, academic or industry recognized.		
xxxi.	The plan provides a description of how the area will implement initiatives such as incumbent worker training programs, on-the-job training programs, customized training programs, industry and sector strategies, apprenticeships, career pathways initiatives, utilization of effective business intermediaries, and other business services and strategies designed to meet the needs of employers in the corresponding region in support of the business service strategy.		
xxxii.	The plan describes how the local board will coordinate education and workforce development activities, including all core		

Local Plan Scoring Matrix

	programs.		
xxxiii.	The plan describes how the Local Board will support the strategy identified in the State Plan and work with the entities carrying out core programs and other workforce development programs, including programs of study authorized under the Carl D. Perkins Career and Technical Education Act of 2006 (20 U.S.C. 2301 et seq.) to support service alignment.		
xxxiv.	The plan identifies one of the following new plan elements, and provides a written response (Public Assistance Recipient to Self-Sufficiency, Workforce and Corrections Partnership, or Competitive Integrated Employment Partnership).		
Performance		Pass	Fail
xxxv.	The plan includes information on the actions the Local Board will take toward becoming or remaining a high performing board, consistent with the factors developed by the State Board.		
xxxvi.	The plan provides information regarding the projected local service levels.		
xxxvii.	The plan provides information regarding the local levels of performance negotiated with the Governor and chief elected official consistent with WIOA Sec. 116(c), to be used to measure the performance of the local area and to be used by the Local Board for measuring the performance of the local fiscal agent (where appropriate), eligible providers under WIOA Title I Subtitle B and the one-stop delivery system in the local area.		
xxxviii.	The plan addresses WIOA Common Measure.		
Technical Requirements and Assurances		Pass	Fail
xxxix.	The plan indicates how the AJCs are implementing and transitioning to an integrated, technology-enabled intake and case management information system for programs carried out under WIOA (§ 679.560(b)(20)).		
xl.	The plan describes how the Local Board will facilitate access to services provided through the one-stop delivery system, including in remote areas, through the use of technology and other means.		
xli.	The plan indicates how entities within the one-stop delivery system, including one-stop operators and the one-stop partners, will comply with WIOA Sec. 188, if applicable, and applicable		

Local Plan Scoring Matrix

	provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.).		
xlii.	The plan includes copies of executed cooperative agreements which define how all local service providers, including additional providers, will carry out the requirements for integration of and access to the entire set of services available in the local one-stop system, with respect to efforts that will enhance the provision of services to individuals with disabilities.		
xliii.	The plan identifies the entity responsible for the disbursal of grant funds described in WIOA as determined by the chief elected official or the Governor under WIOA.		
xliv.	The plan includes a copy of the local procurement policies and procedures and describes the competitive procurement process that will be used to award the subgrants and contracts for WIOA Title I activities.		
xliv.	The plan details how the local area will meet the required 50 percent minimum participant cost rate (MPCR).		
xlvi.	The plan describes the planned or existing approach regarding which local strategies will be financed by the transfer of Title I workforce funds, including the maximum dollar amount and/or percentage that is authorized to be transferred on an annual basis.		
xlvii.	The plan describes the planned or existing method of funds transfer between the adult and dislocated worker funding streams.		
xlviii.	The plan details the use of incumbent worker training as outlined in WIOA Sec. 134(d)(4)(A)(i).		
xlix.	The plan defines the use of funds for transitional jobs as outlined in WIOA Sec. 134(d)(5).		
i.	The plan includes copies of the executed cooperative agreements (as applicable) which define how all local service providers, including additional providers, will carry out the requirements for integration of and access to the entire set of services available in the local one-stop system, with respect to efforts that will enhance the provision of services to individuals with disabilities.		
li.	The plan indicates that all service workers, One-Stop Operators		

Local Plan Scoring Matrix

	and Board have been provided copies of Title VI trainings.		
Scoring Criteria		Pass	Fail
Fail = Does not substantively answer the element			
Pass = Does substantively answer the element			
Any section which is scored Fail will be returned for revision.			
Comments:			
Recommendations:			

New Plan Elements Scoring Matrix

Re-entry		Pass	Fail
i.	The local plan specifies how Local Boards and RPCs will partner with CBOs, TDOC contracted reentry service providers, and representatives of State Parole and County Probation Departments to provide seamless, integrated, and effective services to the formerly incarcerated and other justice-involved individuals in each of the three (3) grand regions.		
ii.	The local plans includes specific strategies for how Local Boards will engage and work with specific partner CBOs to offer new, effective services that better meet the needs of their local reentry population.		
iii.	The local plan provides an overview of the size and, to the extent feasible, demographics of the supervised population in the region.		
iv.	The local plan provides an assessment of the types of services needed, and the evidence, rationale, and/or track record of success as to why those types of services are needed to help the supervised population achieve long-term employment outcomes in occupations that pay a family-sustaining, livable wage.		
v.	The local plan provides on an annual basis, the number of formerly incarcerated individuals served by the region's workforce development system since July 1, 2016 and any data on rates of success (e.g. training completions, job placements, long term employment outcomes, wages, demographics, etc.).		
vi.	The local plan describes the ways in which program partners will facilitate information sharing to evaluate need.		
vii.	The local plan describes existing and prospective partnerships with stakeholders in the RPC and the Local Areas of each RPC to coordinate reentry, workforce, and related education service delivery to the formerly incarcerated and justice-involved populations.		
viii.	The local plan identifies the types of services that are currently funded by existing, new, and prospective regional partners, the baseline levels of service (number of individuals and types of service) currently being provided in the region to individuals from this population, and how the regional plans will modify the		



New Plan Elements Scoring Matrix

	types and quantity of services provided.		
ix.	The local plan indicates the potential barriers to successful participation and completion of workforce education and training among the region’s reentry population, and describes which supportive services (e.g. transportation, childcare, housing assistance, etc.) will be provided, the partners responsible for providing those services, and the process by which individuals will be furnished with those services.		
x.	The local plan articulates outreach and recruitment strategies for ensuring these services are provided to those individuals who need the services most.		
xi.	The local plan Identifies existing and potential opportunities to collaborate with parole and probation partners to determine pre-release when formerly incarcerated individuals are being released into the community and how workforce partners will work with parole and probation to link those being released to workforce services that align with the level of support each individual needs.		
xii.	The local plan identifies existing intake and case management needs for serving the justice-involved population, and describe how case managers will obtain current information about the education and training an individual received while incarcerated so as to build on both prior assessments of needs and pre-release education and training when determining which services and training to provide as well as how to best position individuals for job placement.		
xiii.	The local plan details development of resources to inform employers about Bill 2440 an act to amend Tennessee Code Annotated, Title 8, Chapter 50, Part 1., the federal Work Opportunity Tax Credit, Federal Bonding through, information about CBOs and other organizations that provide job placement services for formerly incarcerated people, and the benefits of hiring formerly incarcerated people.		
xiv.	The local plan describes how regional partnerships to serve the formerly incarcerated will interface with existing regional sector pathways efforts described in existing WIOA regional plans		
xv.	The local plan describes staff and training needs of RPCs, Local Boards, and partners to adequately serve this population.		

New Plan Elements Scoring Matrix

	The local plan describes how information about priority industry sectors and occupations will be provided to partners.		
xvi.	The local plan describes the process in which identification of and engagement with employers, industry sector partnerships, and labor-management partnerships that are willing to hire formerly incarcerated and justice-involved individuals, including those with felony convictions and those who are currently under state or county supervision will occur.		
xvii.	The local plan describes how the region will pursue shared case management of the formerly incarcerated and justice involved individuals served pursuant to the workforce-correction partnership.		
xviii.	The local plan identifies how workforce professionals will coordinate services and referrals with representatives of State Parole and County Probation supervision.		
xix.	The local plan describes how workforce professionals will work with CBOs to provide peer support, housing, transportation, food, family reunification, and other supportive and direct services.		
Public Assistance Recipients		Pass	Fail
xx.	The local plan must specify how Local Boards will partner with CBOs, service providers, community colleges, TCATs and representatives from County Human Service agencies for individuals in their local area through co-enrollment.		
xxi.	The local plan provides an overview of the size and characteristics of both the total public assistance recipient populations in the local area/region and the social program recipient participant populations.		
xxii.	The local plan describes the employment barriers experienced by people receiving public assistance in the local area/region, including potential barriers faced by people with disabilities, and resources that can be utilized to assist with overcoming these barriers.		
xxiii.	The local plan describes the employment barriers experienced by people receiving public assistance in the local area/region, including potential barriers faced by people with disabilities and resources that can be utilized to assist overcoming these		

New Plan Elements Scoring Matrix

	barriers.		
xxix.	The local plan describes the ways in which program partners will facilitate information sharing to evaluate need.		
xxx.	The local plan explains how local/regional partners will identify and partner with local/regional organizations that serve specific types of public assistance populations and strategies for leveraging existing resources in the community.		
xxxi.	The local plan describes the types of services that are currently funded by existing, new, and prospective partners, the baseline levels of service currently being provided in the area to, and how the regional plans will modify the types and quantity of services provided.		
xxxii.	The local plan reflects the diversity of services needed to address the evolving needs of individuals.		
xxxiii.	The local plan identifies potential barriers to successful participation and completion of workforce education and training among the region's reentry.		
xxxiv.	The local plan describes which supportive services (e.g. transportation, childcare, housing assistance, etc.) will be provided, the partners responsible for providing those services, and the process by which individuals will be furnished with those services		
xxxv.	The local plan articulates outreach and recruitment strategies for ensuring these services are provided to those individuals who need the services most.		
xxxvi.	The local plan identifies existing and potential opportunities to collaborate with CBOs, FBOs and how workforce partners will work these organizations to link and align this workforce with the level of support each individual needs.		
xxxvii.	The local plan identifies existing intake and case management.		
xxxiii.	The local plan describes how case managers will obtain current information about the education and training an individual received when determining education and training needs to provide as well as how to best position individuals for job placement.		

New Plan Elements Scoring Matrix

xxxiv.	The local plan describes how local/regional partners will braid resources and coordinate service delivery to people receiving SNAP/ TANF, including by leveraging 50% federal reimbursement from SNAP E&T for workforce services, sector pathway programs, supportive services and retention efforts.		
xxxv.	The local plan explains how local/regional partners will identify and partner with local/regional organizations that serve specific types of public assistance populations (i.e. formerly incarcerated individuals, non-custodial parents, etc.) and strategies for leveraging existing resources in the community.		
xxxvi.	The local plan describes the role of local/regional partners in helping provide services to and integrating people receiving public assistance participants into sector pathway programs, including participation in program development, outreach, and the provision of specialized supportive services.		
xxxvii.	The local plan identifies the ways in which local/regional partners will work together to provide supportive services to this population and facilitate program completion		
xxxviii.	The local plan states the process Local Boards and their partners will use to retain this population in regional sector pathway programs as they progress into livable wage jobs and careers.		
xxxix.	The local plan describes the types of workforce services available to people receiving public assistance that are and can be funded by local/regional partners, the baseline level of service (e.g. number of individuals and types of services), and how the local/regional plan will modify the types and quantity of workforce services provided to this population.		
Competitive Integrated Employment Updated Partnership		Pass	Fail
xl.	The local plan addresses the way in which Local Boards will engage and work with partners to align with the State's CIE strategy.		
xli.	The local plan outlines how partnerships allow for the creation of more opportunities for CIE.		
xlii.	The local plan identifies the LEAs, regional centers, TDVR districts and other partners that Local Boards and job centers are collaborating with to develop these opportunities.		

New Plan Elements Scoring Matrix

xl.iii.	The local plan provides an overview of the size and characteristics of the total individuals with a disability populations in the local/area region		
xliv.	The local plan describes the employment barriers experienced people with disabilities, and resources that can be utilized to assist with overcoming these barriers for your local area/region.		
xlv.	The local plan describes the ways in which program partners will facilitate information sharing to evaluate need.		
xlvi.	The local plan explains how your area has or will connect with your TDVR point of contact who can provide linkages to service providers and/or supportive services (i.e., job coaching) to individuals with ID/DD who are VR consumers.		
xlvii.	The local plan describes how the AJC staff will gain knowledge or training about serving individuals with disabilities and the additional programs and resources available in the area.		
xlviii.	The local plan describes how your TDVR district partner is connecting with your area in their work to outreach to employers and partners to support opportunities for individuals with ID/DD to achieve CIE		
xliviii.	The local plan identifies how the local area is developing its own recruitment, referrals, and employer engagement strategies, if applicable.		
xlivix.	The local plan describes strategies for offering services that are accessible to people who are likely to face the greatest challenges in the labor market.		
i.	The local plan lists the names of organizations the Local Board is partnering with to implement these plans.		
ii.	The local plan describes the level of participation in CIE and level of participation		
iii.	The local plan explains how local workforce development boards will engage CBOs with a history of serving and working with the targeted populations, in order to offer basic skills and occupational training, job and career search assistance, and supportive services within the local workforce development system.		

New Plan Elements Scoring Matrix

Scoring Criteria	Pass	Fail
Fail = Does NOT substantively answer the element		
Pass = Does substantively answer the element		
Any section(s) which are scored as Fail will be returned for revisions.		
Comments:		
Recommendations:		