

Executive Summary

Workforce Services Policy - WIOA (Conflict of Interest Policy)

1. What is the purpose of this policy?

The purpose of this policy is to define and provide guidance to all workforce entities providing WIOA services what would be considered as a conflict of interest and how to conduct business while preventing any actual, potential, or questionable conflict of interest.

2. Why is this policy essential?

This policy is essential because the WIOA Law requires it and avoiding even the appearance of a conflict of interest in all Workforce Service delivery is a value TDLWD upholds.

3. What must the Local Workforce Development Board do to meet the requirements of this policy?

The Local Workforce Development Board must establish a disclosure statement on the eligibility or intake form or a document showing that any of the following entities of the Workforce Development system will not provide direct service during the intake or eligibility determination of a close family member. No Workforce member will have a personal or business relationship with, or a positive bias for, or a special interest in, that particular applicant.

4. Who are the stakeholders that need to disclose any close relationship with a WIOA applicant?

- Local Workforce Development Board (LWDB) members
- LWDB subcommittee members

- Workforce Innovation and Opportunity Act (WIOA) executive staff and supervisors
- WIOA employees
- American Job center Partner staff

5. What minimum requirements should be covered by Local Workforce Development Boards in their local conflict of interest policies?

- Voting on matters under consideration by the local board
- Engaging in other activities (such as accepting gifts; ruling in favor of subcontractors whom the board members have interest etc.)