



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TALENT AND ECONOMIC DEVELOPMENT

ROGER CURTIS  
DIRECTOR

TALENT INVESTMENT AGENCY  
WANDA M. STOKES  
DIRECTOR

**OFFICIAL**  
**Policy Issuance (PI): 18-04**

**Date:** January 24, 2018

**To:** Michigan Works! Agency (MWA) Directors

**From:** Wanda M. Stokes  
Director **SIGNED**

**Subject:** Program Year 2017 List of Eligible Providers of Youth Activities and Local MWA Youth Program Contact Person(s)

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

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

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

PI 15-12, issued July 17, 2015

**Rescissions:** None

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

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

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

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

**Policy:**

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

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

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

**EXCEPTIONS:**

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

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

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

service provider must deliver all 14 elements, they must identify partnerships to ensure availability by referral. Local areas maintain the discretion to determine which specific services a youth will receive based upon the youth's informal interview, objective assessment, and individual service strategy.

The TIA will compile an updated listing of eligible providers of WIOA Youth activities based on information received from the MWAs. These providers are the grant recipient/fiscal agent entities that MWAs have competitively procured to provide WIOA Youth services or a combination of both. A form to record eligible provider information is attached for MWA use.

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

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

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

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

**Action:** The attached forms are to be completed and emailed to Ms. Chelsea L. Mates at [matesc@michigan.gov](mailto:matesc@michigan.gov) within 30 days from the issue date of this policy. Please copy your WIOA state coordinator on all email submissions.

**Inquiries:** Questions regarding this policy should be directed to your WIOA state coordinator.

This policy is available on the [TIA's Website](#). Please contact Ms. Whitney Wasser at 517-335-5858, or via email at [wasserw@michigan.gov](mailto:wasserw@michigan.gov), if you require assistance.

The information contained in this policy will be made available in alternative format (large type, audio tape, etc.) upon special request to this office. Please contact Ms. Wasser for details.

**Expiration Date:** June 30, 2018

WS:CM:ww  
Attachments

## Program Year 2017 Eligible Providers of Workforce Innovation and Opportunity Act Youth Activities

### Michigan Works Agency:

Provider Name, Address, Phone Number, and Email	Target Population: Numbers to be Served <b>per Group</b>	Program Elements/Services Provided to In-School vs. Out-of-School Participants
Name: Address: Phone Number: Email:	ISY:	
Name: Address: Phone Number: Email:	OSY:	
Name: Address: Phone Number: Email:	ISY:	
Name: Address: Phone Number: Email:	OSY:	
Name: Address: Phone Number: Email:	ISY:	
Name: Address: Phone Number: Email:	OSY:	

Please submit additional pages if necessary.

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

**Local Michigan Works! Agency (MWA)  
Workforce Innovation and Opportunity Act**

**Youth Program Contact(s)**

MWA Name	Contact Name & Title	Phone Number	Email

Please submit additional pages if necessary.