

# WORKFORCE SERVICES INFORMATION NOTICE

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TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: MOU WIOA REQUIRED PARTNER INFORMATION

Under the *Workforce Innovation and Opportunity Act* (WIOA), Local Workforce Development Boards (Local Boards) are responsible for entering into a Memorandum of Understanding (MOU) with each of the America's Job Center of California<sup>SM</sup> (AJCC) locations that outlines operations of the overarching one-stop delivery system. To assist in the development of strong partnerships and comprehensive MOUs, information on who to contact regarding MOUs is included below for WIOA core programs.

## **Title II - Adult Education**

As the state entity responsible for the administration of WIOA Title II funds, grantees were notified of their obligation to participate as a partner in the AJCC system. The California Department of Education created a list of WIOA Title II grantees and their corresponding Local Boards (Attachment).

The guidance received by the WIOA grantees included the following language:

As a current provider of the federal WIOA Title II: Adult Education and Family Literacy Act (AEFLA) grant, the law requires your organization to jointly develop a MOU with your local core WIOA one-stop partners.

Pursuant to the WIOA law Section 121(c), each Local Board, with the agreement of the chief elected official for the local area, will develop and enter into an MOU with one-stop partners in the local area.

As core program partners within local areas, adult education agencies receiving WIOA, Title II: AEFLA funding in 2015-16 are required to assist in the development of, and be a signatory to, the agreed upon MOU as part of Phase I by the June 30, 2016 deadline.

For Phase II, local partners will build upon MOUs signed in Phase I by determining how to best support the local service delivery model through the sharing of resources and costs. Phase II must be completed by December 31, 2017.

*The EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.*

If you have not been contacted by your Local Board, I encourage you to reach out to local boards and program partners to assist in the development of your local MOU.

### **Title III - Wagner-Peyser**

The Employment Development Department (EDD) has authorized Field Division Chiefs or Deputy Division Chiefs to negotiate and sign the MOU. For information on EDD Field Division office locations, [Click Here](#).

### **Title IV - Vocational Rehabilitation**

The California Department of Rehabilitation (DOR) has authorized District Administrators to negotiate and sign the MOU. For a listing of DOR office locations, [Click Here](#).

### **Additional Partner**

As the state entity responsible for the Community Action Partnership, the California Department of Community Services and Development (CSD) sent California's 58 Community Action Agencies an overview of the information covered in Workforce Services Directive WSD15-12 *Memorandums of Understanding*, including a copy of the sample MOU and alerted them to their role in developing an MOU in their area. For more information on specific CSD services provided in a particular county, [Click Here](#).

### **MOU Directive**

The EDD and State Board issued [WSD15-12 Memorandums of Understanding](#), which provides guidance on the development of a comprehensive MOU. Included as attachments with this directive are a sample MOU, a sample MOU Phase I timeline, as well as a matrix that lists all of the required AJCC partners and their respective points of contact.

/S/ JOSÉ LUIS MÁRQUEZ, Chief  
Central Office Workforce Services Division

Attachment is available on the internet:

1. [WIOA Title II Grantees and Local Board Contact Information](#)