

**WORKFORCE ADMINISTRATION**  
**Workforce Innovation and Opportunity Act Title I**  
Informational Broadcast  
IB # 16-008  
**Local Plan Development**  
**Effective Immediately**

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This Informational Broadcast is to inform all Local Workforce Development Area staff and interested parties that:

- Consistent with Section 108 of the Workforce Innovation and Opportunity Act (WIOA), each Local Workforce Development Board (LWDB) shall develop and submit a local plan to the Governor in partnership with the appropriate Chief Elected Officials.
- According to WIOA, local plans must be consistent with the State Plan. The State of Arizona submitted the 2016-2020 Unified Plan to the U.S. Departments of Labor and Education in March 2016. This plan is available on the DES website at <https://des.az.gov/content/arizona-state-plan> and should be used by Local Workforce Development Areas as the basis for the development of their respective local plan.
- The Workforce Arizona Council (State Council) has approved guidance for the development of Local Workforce development plans (Attachment A), including the following requirements:
  - All local plans must be made available to the public through electronic or other means, including a public comment period.
  - Comments in disagreement with the plan must be submitted with the plan.
  - Local plans are due to the State Council by September 1, 2016. Submission to the State Council will fulfill the requirement to submit the plan to the Governor.
- Each local are must submit a concept paper for the development of the plan, using the template included in Attachment B.
- The final federal regulations will not be available until June 2016. The State Council and DES will provide additional guidance as needed based on the final regulations.

**All requests for clarification should be sent via e-mail by your policy designee to: [WIOAQandA@azdes.gov](mailto:WIOAQandA@azdes.gov).**