



OKLAHOMA WORKFORCE DEVELOPMENT ISSUANCE #04-2021

TO: Chief Local Elected Officials
Workforce Development Board Chairs
Workforce Development Board Staff
Fiscal Agents
Service Providers

FROM: Don Morris, Executive Director

DATE: June 1, 2021

SUBJECT: Performance Incentive Awards for Local Workforce Development Boards (LWDBs)

PURPOSE: The Oklahoma Office of Workforce Development (OOWD), as the Governor’s chosen Workforce Innovation and Opportunity Act (WIOA) administrative entity, provides this issuance as guidance to the local workforce development boards and all recipients of Workforce Innovations and Opportunity (WIOA) funds. This policy outlines the criteria for awarding incentives to Local Workforce Development Boards for Program Year performance.

REFERENCES:

- The Workforce Innovation and Opportunity Act of 2014 (Public Law (Pub. L. 113-128)) Title 1, enacted July 22, 2014
- WIOA Section 134(a)(3)(A)(xi)
- 20 CFR 677.215

MESSAGE: The Oklahoma Office of Workforce Development will issue incentive awards for annual program performance achievements. These awards are in place to encourage each local area’s participation in assisting the State of Oklahoma’s performance success and achievement of statewide goals. The funds are intended to assist in the improvement and development of the local areas in accordance with the Workforce Innovation and Opportunity Act with greater flexibility than funds distributed by formula.

This issuance provides specific guidance and policy direction to LWDBs on the criteria that will be used to determine Performance Incentive Fund (PIF) grants to each local area as a result of annual program performance. It further explains the categories that will be rated for each area to determine PIF allocations.

RESCISSIONS

None

EXPIRATION DATE

Continuing



INSTRUCTIONS: These performance incentive funds are provided to local workforce areas for exemplary performance on local performance measures, local and regional engagement of workforce and employer partners, and local coordination and implementation of program activities.

The Governor’s Council for Workforce and Economic Development (GCWED) has approved the following criteria for PIF grants. LWDBs in Oklahoma will be eligible for a PIF grant when they achieve a minimum score of 8/10 on a series of key performance indicators. The amount of funding available for PIF grants is based on federal funding and may change each year. OOWD cannot guarantee that funding for PIF grants will be available every program year.

A. Categories to be Rated:

The categories that will be rated to determine the PIF allocations align to the priorities identified by the GCWED Strategic Plan and the WIOA State Plan, in addition to each area’s performance on its local core performance measures. The rating categories will fall under the umbrella of:

- Expand Customer-Centered Service Design and Delivery
- Engage, Upskill, and Retain Oklahoma’s Current and Potential Workers
- Offer Workforce Solutions to Oklahoma’s Businesses
- Build Oklahoma’s Workforce System Infrastructure and Capacity
- Meet and Exceed Core Performance Measure Targets

B. Timeline:

July 1 – June 30, annually

- Collect and report all required data and documentation throughout the Program Year

October 30, annually

- LWDBs eligible for incentive awards based on the guidelines set forth in this policy will be notified of the monetary value of the award by October 30 following the end of the program year (June 30). PIF grants will be distributed to the LWDB’s designated Fiscal Agent and must be spent in accordance with WIOA financial regulations. PIF grants are not subject to a 10% administrative rate and do not count toward federal or state expenditure requirements.

EQUAL OPPORTUNITY AND NONDISCRIMINATION STATEMENT: All Recipients, and Sub-recipients/Sub-grantees must comply with WIOA’s Equal Opportunity and Nondiscrimination provisions which prohibit discrimination on the basis of race, color, religion, sex (including pregnancy, childbirth, and related medical conditions, transgender status, and gender identity), national origin (including limited English proficiency), age, disability, political affiliation or belief, or, for beneficiaries, applicants, and participants only, on the basis of citizenship status or participation in a WIOA Title-I financially assisted program or activity.

ACTION REQUIRED: This Oklahoma Workforce Development Issuance (OWDI) is to become a part of your permanent records and made available to appropriate staff and sub-recipients.

INQUIRIES: [If you have any questions about this issuance, please contact Staff in the Oklahoma Office of Workforce Development. Contact information can be found at http://www.oklahomaworks.gov/about/.](http://www.oklahomaworks.gov/about/)