LOCAL READINESS and TECHNICAL ASSISTANCE CONSULTATION TOOL
Workforce Innovation and Opportunities Act Implementation

Local WIB: _____   **Consultation Date:** _____

ETA Staff: _____

Questions	Readiness 1=Ready 2=Has a plan; can implement without TA 3=Has a plan; needs TA to implement 4=Not ready and/or planned; needs TA	Comments/Notes	Practices and Examples
Local Governance			
How will local leadership shift/select new Board members?			
How long has Board been in existence, and how ready is it to assume new functions outlined in WIOA? *e.g. sector partnerships, incumbent worker training and transitional jobs, co-location with partners, infrastructure cost-sharing, pay-for-performance contracting*			
How does the Board identify and engage employers and employer associations from key industry sectors, and to what extent are strategies tailored to local and regional economies?			
To what extent has the Board formed partnerships with key industries to adequately carry out the job-driven aspects of WIOA?			
How is the Board supporting coordination and planning between core programs?			
How does the Board disseminate and build on proven or promising practices?			
How does the Board promote the effective use of technology to manage, deliver and maximize the efficient use of its programs?			

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To what extent has the Board reviewed its administrative and budget controls to identify adjustments needed to implement provisions of WIOA?			
How has the Board reviewed its staffing and contractor staffing levels to identify adjustments needed to implement provisions of WIOA?			
To what extent will outstanding audit findings or monitoring issues affect the Board's ability to implement provisions of the WIOA, as applicable?			
Local Performance Accountability			
How is the Board aligning technology and data systems across the core programs, and where might there be support needed from the State?			
How will this alignment support customer activities that include TANF, Voc Rehab, and Adult Basic Education programs?			
To what extent does the Board have adequate MIS for collecting, sharing and reporting cross-program information - especially costs of training services?			
How well positioned is the Board to implement the required outcome measures?			
What indicators and/or system measures beyond those mandated by the statute has the Board implemented or considered? Any assessment of effectiveness of its employer services?			
How prepared is the Board to develop the required Eligible Training providers Performance Reports?			
Local One Stop System			
What level of program alignment for core programs exists to meet the WIOA Requirements for integrated planning and service delivery?			

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How ready are the Board and its one-stop system for the level of business services and employer engagement activities contemplated in the WIOA?			
How does/will the Board and/or one-stop operator ensure that the partners equitably contribute to infrastructure costs of the center(s)?			
How will the role of TANF as a one-stop partner be introduced or expanded? To what extent might there be coordination issues?			
How are any one-stop center co-location issues being addressed? Any accessibility issues?			
What is the one-stop system capacity to support integrated intake, case management and reporting systems across the key programs?			
How available is LMI to customers and staff in an easily accessible and user-friendly format?			
Adult and Dislocated Worker Formula Programs			
How will local service strategies support career pathways to middle class jobs?			
How engaged is the Board or one-stop operator(s) in sector strategies or career pathways policy work?			
How will the Board make work-based learning - including OJT and registered apprenticeship - a key element in its workforce strategy?			
How do local service strategies address the needs of long-term unemployed individuals?			
What services are available to low-skilled customers?			

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How prepared is the Board or one-stop operator(s) to ensure that frontline staffs have adequate skills to assist diverse customers - including TANF and people w/disabilities - with job training and placement?			
Youth Formula Program			
How do local youth service strategies support career pathways to middle class jobs?			
How ready is the Board to successfully target at least 20% of Youth formula funds on work-based training activities?			
How ready is the Board to adjust service strategies to ensure 75% of Youth formula resources are used to successfully serve out-of-school youth?			
How will the Board's increased emphasis on services to out-of-school youth impact partnerships with schools and other youth service providers?			
Partnerships			
How well does the Board broker and leverage coordination among the core program agencies and key stakeholders?			
To what extent are adequate information-sharing agreements in place among core programs/agencies (WIA Adult, DW, Youth, NEG, DVR, ABE), other partner programs, and training/service providers? Issues?			
What one-stop partnerships are currently in place, and where might there be issues to address? How does each partner contribute to the system?			
What strategy does the Board have around regional planning and coordination? With which entities will it be jointly planning?			

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How will the Board partner with and incorporate Adult Education and Literacy into the regional planning process and local program design?			
How will the Board work with Voc Rehab and local education agencies around coordination of pre-employment transition services?			
Waivers			
For current waivers in place, how might they impact the Board's WIOA implementation – and Is the Board prepared to track the effectiveness of any continued or new waivers?			
What additional waivers has the Board identified to facilitate stronger WIOA implementation?			
Miscellaneous			
Is there anything not addressed above that ETA should know about the local area's preparedness to transition from WIA to WIOA?			
What barriers does the Board see as potential challenges to implementation?			