

ePOLICY CROSSWALK WIA TO WIOA

POLICY MANUAL NUMBER	CHAPTER 1 -- GOVERNANCE	EFFECTIVE DATE OF POLICY	WIA POLICY NUMBER	WIA/WIOA NOTICE NUMBER
1.1	Designation and Redesignation of Local Workforce Innovation Areas and Planning Regions	4/23/15	14-WIOA-01	
1.2	Chief Elected Official (CEO) Functions and Agreement Between Multiple Chief Elected Officials	12/4/15		
1.2.1	CEO Agreement for CEOs of Multiple Counties	12/4/15		
1.3	Chief Elected Official Delegation of Authority and Acknowledgment of Financial Liability	12/15/17		
1.3.1	CEO Acknowledgment and Designation Definition of Terms	12/15/17		
1.3.2	Designation of Local Grant Recipients, Subrecipients, and Fiscal Agents	12/15/17		
1.3.3	Chief Elected Official's Financial Liability	12/15/17		
1.3.4	CEO Acknowledgment and Designation, Grant Subrecipient, Fiscal Agent, and Entity Multiple Function Agreements	12/15/17		
1.4	Local Workforce Innovation Board (LWIB) Membership Requirements	08/24/23		23-NOT-02
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1.4.2	Local Workforce Innovation Board Membership Terms	08/24/23		
1.4.3	Local Workforce Innovation Board Chairperson	08/24/23		
1.4.4	Local Workforce Innovation Board Standing Committees	08/24/23		
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1.6.2	Staff to the Local Workforce Innovation Board	04/11/24		
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2.1.3	Illinois Planning Regions	11/16/23		
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3.1.4	Credential Attainment	11/3/21		
3.1.4.1	Recognized Postsecondary Credentials	11/3/21		
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3.1.7	Supplemental Data	11/3/21		
3.1.8	Serving Individuals with Barriers to Employment	11/3/21		
3.2	Exclusions from Performance	11/3/21		
3.3	General Requirements for Program Exit	11/5/21		
3.3.1	Program Services Definition	11/5/21		
3.3.2	Program Exit Monitoring	11/5/21		
3.3.3	Co-Enrollment and Exit	11/5/21		
3.4	General Requirements for Negotiation of Local Performance Goals	08/16/22		20-NOT-01 CH 2
3.5	Statistical Adjustment Model	08/16/22		
3.6	Assessing Performance	08/16/22		21-NOT-01 CH 2
3.7	Performance Sanctions	Reserved		
3.7.1	Performance Sanctions Appeals	Reserved		
3.8	Incentives for Performance	Reserved		19-NOT-07
3.8.1	Performance Incentives Qualification and Eligibility Requirements	Reserved		
3.8.2	Performance Incentives Calculations	Reserved		
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4.1.1	Required One-Stop Partners	3/15/22		
4.1.2	Required One-Stop Partner Requirements	3/15/22		
4.1.3	Required Career Services	3/15/22		
4.1.4	Reporting Requirements for Services to Individuals with Disabilities	3/15/22		
4.2	Career Planning	12/1/21		
4.2.1	Customer Engagement	12/1/21		

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4.2.2	Application for Services and Eligibility Determination	12/1/21		
4.2.3	Basic Skills Screening Tool	12/1/21		
4.2.4	Assessments	12/1/21		
4.2.5	Individual Employment Plan (IEP) and Individual Service Strategy (ISS)	12/1/21		
4.2.6	Service Documentation (Case Management)	12/1/21		
4.2.7	Case Notes	12/1/21		
4.3	General Follow-up Services	6/30/23		
4.3.1	Required Follow-Up for Adult and Dislocated Workers Programs	6/30/23		
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5.1.1	Selective Service Registration Requirements	8/19/21		
5.1.1.1	Selective Service Guidelines	8/19/21		
5.1.1.2	Trade Customer Eligibility Criteria	5/29/12		
5.1.1.3	Written Local Policy Selective Service Compliance Requirements	8/19/21		
5.1.1.4	Selective Service Requirement Reporting Choices	8/19/21		
5.1.2	Required WIOA Approvals for Unemployment Insurance Recipients	3/18/22		
5.1.2.1	Notice of Selection for WIOA Training and Eligibility	3/18/22		
5.1.2.2	Workforce Innovation Board Approval of Program/Course(s)	3/18/22		
5.2	Adult Eligibility	12/8/21		
5.3	Dislocated Worker Eligibility	5/12/23		
5.4	General Youth Eligibility Requirements	4/9/24		
5.4.1	Eligibility Requirements for Out-of-School Youth (OSY)	5/11/23		
5.4.2	Eligibility Requirements for In-School Youth (ISY)	5/11/23		
5.5	Low-Income Individuals	10/29/15		
5.5.1	Lower Living Standard Income Level (LLSIL)	7/27/07		23-NOT-05
5.6	Service Priorities	12/8/21		
5.7	Veterans Priority of Service Requirements	8/29/21		08-NOT-38
5.7.1	Identification of Veterans and Eligible Spouses	8/29/21		
5.7.2	Required Information for Veterans and Eligible Spouses	8/29/21		
5.7.3	Veteran’s Priority of Service in Local Plans	8/29/21		
5.7.4	Veteran’s Priority of Service Monitoring	8/29/21		

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5.8	Service Priorities for Individuals with Disabilities (Pending)	Reserved		
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5.9.2	Definition of Basic Skills Deficiency	6/27/24		
5.9.3	Basic Skills Screening Tool for Priority of Service	6/27/24		
5.9.4	Assessment Process for Basic Skills Deficiency	6/27/24		
5.9.5	Exceptions to Basic Skills Deficient Assessment Testing	6/27/24		
5.9.6	Career Planning System Entry for Basic Skills Deficiency	6/27/24		
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6.1.1	Adult and Dislocated Worker Allocations	6/22/22		
6.1.2	Youth Allocation	6/22/22		18-NOT-01, CH 5
6.1.2.1	Youth Minimum Expenditure Rates	6/22/22		
6.1.3	Formula Grant Establishment	6/22/22		
6.1.4	Modification of WIOA Formula Grants	06/22/22		
6.1.5	Reporting for WIOA Formula Grant Funds	6/22/22		
6.2	WIOA Rapid Response (1E) Grant Funds	5/31/23		21-NOT-06, CH 2; 22-NOT-04
6.2.1	Rapid Response (1E) Grant Funds	5/31/23		
6.2.2	Rapid Response (1E) Grant Program Eligibility	5/31/23		
6.2.3	Rapid Response (1E) Grant Submission Process	5/31/23		
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6.2.5	Rapid Response (1E) Grant Reporting Requirements	5/31/23		
6.2.6	Rapid Response (1E) Grant De-Obligation for Under-Expenditure of Funds	5/31/23		
6.2.7	Rapid Response (1E) Grant Performance Measures	5/31/23		
6.3	Additional Funding Opportunities	5/8/19		23-NOT-01; 23-NOT-03
POLICY MANUAL NUMBER	CHAPTER 7 – PROGRAM SERVICES	EFFECTIVE DATE OF POLICY	WIA POLICY NUMBER	WIA/WIOA NOTICE NUMBER
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7.2	Training	10/9/13		
7.2.1	Individual Training Accounts (ITAs)	6/12/19		18-NOT-05 CH 3
7.2.1.1	Use of Training Contracts Instead of ITAs	6/12/19		

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7.2.1.2	Programs of Demonstrated Effectiveness	6/12/19		
7.2.1.3	Limited Training Service Providers	6/12/19		
7.2.1.4	Local ITA Policy	6/12/19		
7.2.2	Work-Based Learning	7/1/15		20-NOT-03
7.2.2.1	On-the-Job Training (OJT)	6/22/22		
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7.2.2.1.2	OJT Employer Eligibility	6/22/22		
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7.2.2.1.4	OJT Local Workforce Innovation Board (LWIB) Responsibility	6/22/22		
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7.2.2.1.6	OJT Participant Eligibility	6/22/22		
7.2.2.1.7	OJT Reimbursements	6/22/22		
7.2.2.1.8	OJT Monitoring and Evaluation	6/22/22		
7.2.2.2	Customized Training	10/9/13		
7.2.2.3	Incumbent Worker Training (IWT)	5/17/19		
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7.2.2.3.2	IWT Employer's Eligibility	5/17/19		
7.2.2.3.3	Individuals Receiving IWT	6/27/24		
7.2.2.3.4	IWT General Requirements	5/17/19		
7.2.2.3.5	IWT Matching and Allowable Costs	4/8/20		
7.2.2.3.6	IWT Employer Agreement	6/22/22		
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7.2.2.3.9	IWT Performance Requirements	7/9/20		
7.2.3	Bridge Programs and Career Pathways	10/9/13		
7.2.4	Class-Size Training	10/9/13		
7.2.5	Work Experience and Transitional Employment	10/9/13		20-NOT-03
7.3	Training Provider and Training Program Eligibility	7/1/2021		20-NOT-02 20-NOT-02 CH 1 20-NOT-08 CH 2
7.3.1	Registered Apprenticeship Programs	7/1/21		
7.3.2	Initial Eligibility of Training Providers	7/1/21		
7.3.3	Out-of-State Eligible Training Programs	4/20/16		
7.3.4	Continued Eligibility Process for Training Providers	7/1/21		
7.3.5	Training Provider or Training Program, Change in Information	4/20/16		

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7.3.6	Denial or Revocation of Eligibility of Training Providers	4/20/16		
7.3.7	Notification and Appeal Procedures for Training Providers	4/20/16		
7.3.8	Reinstatement on the Training Provider Statewide List	4/20/16		
7.3.9	Performance Measures for Eligible Training Providers	7/1/21		
7.3.10	Monitoring and Oversight of Eligible Training Providers	4/20/16		
7.3.11	Enforcement of Eligible Training Provider Violations	7/1/15		
7.3.12	Use of Pay-for-Performance Contracts (Pending)	Reserved		
7.3.13	Adults and Dislocated Worker Contracts (Pending)	Reserved		
7.3.14	Youth Program Design and Required Elements (Pending)	Reserved		
7.3.15	Youth Contracts (Pending)	Reserved		
7.3.16	Financial Reporting (Pending)	Reserved		
7.4	Supportive Services	7/15/16		
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7.4.1.2	NRP Eligibility	8/29/07		
7.4.1.3	NRP Payment Determination	8/29/07		
7.4.1.4	NRP Administration and Oversight	8/29/07		
7.4.1.5	NRP Fraud	8/29/07		
7.4.2	Poverty Guidelines for Determining Amounts of Needs-Related Payments	7/27/07		23-NOT-04
7.5	Youth Services and Competitive Procurement of Youth Providers	06/16/22		
7.5.1	Youth Program Vision and Design	06/16/22		
7.5.2	Youth Program Elements	06/16/22		
7.5.3	Determination to Directly Provide Youth Services or Procure a Youth Service Provider	06/16/22		
7.5.4	Youth Provider Procurement Competition Requirements	06/16/22		
7.5.5	Non-Competitive Procurement of Youth Service Providers (Sole-Source)	06/16/22		
7.5.6	Youth Service Provider Selection Process	06/16/22		
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7.5.8	Avoiding Conflicts of Interest for Selection of Youth Providers	06/16/22		
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POLICY MANUAL NUMBER	CHAPTER 8 – ADMINISTRATION AND FINANCIAL MANAGEMENT	EFFECTIVE DATE OF POLICY	WIA POLICY NUMBER	WIA/WIOA NOTICE NUMBER
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8.1.2	Annual On-site Monitoring (Pending)	Reserved		
8.1.3	Data Validation	8/19/09		
8.1.3.1	Data Validation Process	8/19/09		
8.1.3.2	Data Validation Corrective Action/Sanction	8/19/09		
8.2	Local Program Oversight and Monitoring (Pending)	Reserved		
8.2.1	Local Monitoring Requirements (Pending)	Reserved		
8.2.2	Privacy and Security (Personally Identifiable Information)	8/4/21		
8.2.2.1	Personal Information and Personally Identifiable Information	8/4/21		
8.2.2.2	Customer Awareness of Personally Identifiable Information	8/4/21		
8.2.2.3	Handling and Protecting Personally Identifiable Information	8/4/21		
8.2.2.4	Requirements to Protect Personally Identifiable Information	8/4/21		
8.2.2.5	Maintenance and Custody of Records With PII	8/4/21		
8.2.2.6	Retention and Destruction of Records With PII	8/4/21		
8.2.2.7	Monitoring of Protection of Personally Identifiable Information	8/4/21		
8.2.2.8	Security Breach Reporting	8/4/21		
8.2.2.9	Failure to Comply with Protection of Personally Identifiable Information	8/4/21		
8.3	Grant Administration Requirements (Pending)	Reserved		21-NOT-03
8.3.1	Compliance with Uniform Standards for Grant Administration (Pending)	Reserved		
8.3.2	Nondiscrimination and Equal Employment Opportunity Provisions	4/10/00		
8.3.2.1	Grant/Contract Assurance Statement	4/10/00		
8.3.2.2	Notice and Communication	4/10/00		
8.3.2.3	Publications, Broadcasts and Other Communication	4/10/00		
8.3.3	Reporting of Accrued Expenditures, Obligations and Reallocations	4/13/17		
8.3.3.1	Accrued Expenditure Reporting Requirements	4/13/17		
8.3.3.2	WIOA Formula Unexpended Balance Reporting Requirements	4/13/17		
8.3.3.3	Obligation Extraction	4/13/17		

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8.3.3.4	Staff Salaries and Fringe Benefit Definition	4/13/17		
8.3.3.5	Grantee Eligibility for Incentive Funds	4/13/17		
8.3.3.6	Grantee Obligation Tracking System	4/13/17		
8.3.4	Administrative Costs (Pending)	Reserved		
8.3.5	Audits (Pending)	Reserved		
8.3.6	Property Control for Equipment Purchased with WIOA Funds	9/1/20		
8.3.6.1	Acquisition of Equipment	9/1/20		
8.3.6.2	Inventory Control	9/1/20		
8.3.6.3	Lost, Damaged or Stolen Equipment	9/1/20		
8.3.6.4	Disposition of Equipment	9/1/20		
8.3.6.5	Real Property Costs	9/1/20		
8.3.7	Reporting	11/19/12		12-NOT-02 21-NOT-03
8.3.7.1	Annual Reporting	11/19/12		
8.3.7.2	Incident Reporting	5/4/07		
8.3.7.2.1	Incident Reporting – Notifications	5/4/07		
8.3.7.2.2	Incident Reporting – Reporting	5/4/07		
8.3.7.2.3	Incident Reporting – Fact Finding	5/4/07		
8.3.7.2.4	Incident Reporting – Resolution	5/4/07		
8.4	Training Expenditure Requirement	7/1/18		
8.4.1	Allowable Costs Towards Training Expenditure	7/1/18		
8.4.2	Eligible Training Providers	7/1/18		
8.4.3	Staff Costs	7/1/18		
8.4.4	Minimum Expenditure Level	7/1/18		
8.4.5	Technical Assistance	7/1/18		
8.4.6	Incentives for Meeting the Required Expenditure Level	7/1/18		
8.4.7	Enforcement of the Required Expenditure Level	5/28/20		
8.5	Complaint and Grievance Procedures (Nondiscrimination)	7/8/20		
8.5.1	Complaint and Grievance Procedures General Requirements	7/8/20		
8.5.2	Complaint and Grievance Procedures Definitions	7/8/20		
8.5.3	Complaint and Grievance Procedures Local Workforce Innovation Area Requirements	7/8/20		
8.5.4	Local Area Complaint/Grievance Filing Procedures	7/8/20		
8.5.5	Complaint and Grievance Procedures State Requirements	7/8/20		
8.5.6	State Complaint/Grievance/Appeal Filing Procedures	7/8/20		

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8.5.7	Complaint and Grievance Procedures Federal Level Appeal	7/8/20		
8.6	Technology (Pending)	Reserved		
8.6.1	MIS Policy (Pending)	Reserved		
8.6.2	High Speed Internet (Pending)	Reserved		
8.7	Assistance Listing Subaccounts	06/16/22		10-NOT-52 CH 7
8.7.1	Assistance Listing Numbering	06/16/22		
8.7.2	Assistance Listing Allocation Percentages	06/16/22		
8.7.3	Assistance Listing - Department Accounting and Reporting System	06/16/22		
8.8	Pre-Award Survey for Relocating Establishments	7/15/15		
POLICY MANUAL NUMBER	CHAPTER 9 – RAPID RESPONSE	EFFECTIVE DATE OF POLICY	WIA POLICY NUMBER	WIA/WIOA NOTICE NUMBER
9.1	Rapid Response	5/19/17		
9.1.1	Initiating Rapid Response	5/19/17		
9.1.2	Rapid Response Teams	4/29/21		
9.1.3	Rapid Response Services	5/19/17		
9.1.4	Supporting Business through Rapid Response	5/19/17		
9.1.5	Primary Steps in Rapid Response	1/8/20		
9.2	Dislocation Event Entry into the Illinois Employment Business System (IEBS)	4/29/21		
9.2.1	Dislocation Event Notification	4/29/21		
9.2.2	Initial IEBS Recording	4/29/21		
9.2.3	Completing Initial IEBS Entry	4/29/21		
9.2.4	Additional Data IEBS Entry Requirements	4/29/21		
9.2.5	Maintaining IEBS	4/29/21		
POLICY MANUAL NUMBER	CHAPTER 10 – NONDISCRIMINATION PLAN	EFFECTIVE DATE OF POLICY	WIA POLICY NUMBER	WIA/WIOA NOTICE NUMBER
10.1	Assurances - Sections 38.25 Through 38.27	2/15/19		
10.2	Equal Opportunity Officer - Section 38.28 Through 38.33	2/15/19		
10.2.1	Local Level EO Officers	2/15/19		
10.2.2	Publicizing EO Officer Information	2/15/19		
10.2.3	Resources	2/15/19		
10.2.4	State and Local EO Officer Training	2/15/19		
10.2.5	Overview of the Duties, Responsibilities and Organizational Location of IDES' EO Officer	2/15/19		
10.2.6	Job Description of IDES' EO Officer	2/15/19		
10.3	Notice and Communication - Section 38.34 Through 38.39	2/15/19		
10.3.1	Notification to Individuals with Disabilities	2/15/19		
10.3.2	Recruitment Notification and Communication	2/15/19		

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10.3.3	Notification to Persons of Limited English Proficiency	2/15/19		
10.3.4	Orientation Notification	2/15/19		
10.3.5	Employment Discrimination Training	2/15/19		
10.3.6	Equal Opportunity (EO) Is the Law Notice	2/15/19		
10.4	Affirmative Outreach - Section 38.40	2/15/19		
10.4.1	Outreach and Recruitment	2/15/19		
10.4.2	Communication	2/15/19		
10.4.3	Assistive Technology and Auxiliary Aids (AT)	2/15/19		
10.5	Compliance with Section 504 29 CFR 38.14 - 38.24 And WIOA Section 188	2/15/19		
10.5.1	Equal Effective Participation	2/15/19		
10.5.2	State Laws Ban Discrimination	2/15/19		
10.5.3	Two Types of Accessibility	2/15/19		
10.5.4	Pre-employment or Pre-training Inquiries	2/15/19		
10.5.5	Reasonable Accommodation	2/15/19		
10.5.6	Service Animals	2/15/19		
10.5.7	Employment Related Provisions	2/15/19		
10.5.8	Confidentiality	2/15/19		
10.5.9	Integration	2/15/19		
10.6	Data and Information Collection and Maintenance - Section 38.41 Through 38.45	2/15/19		18-NOT-02
10.6.1	Data Categories	2/15/19		
10.6.2	Illinois Workforce Development System (IWDS)	2/15/19		
10.6.3	Data Confidentiality	2/15/19		
10.6.4	Complaint Logs	2/15/19		
10.7	Governor's Oversight Responsibilities - Section 38.51 and 38.53	2/15/19		
10.7.1	Local Workforce Areas	2/15/19		
10.7.2	Desk Reviews	2/15/19		
10.7.3	On-Site Reviews	2/15/19		
10.7.4	Local Monitoring	2/15/19		
10.7.5	Monitoring Corrective Action Letter	2/15/19		
10.7.6	Conducting Follow-Up	2/15/19		
10.8	Complaint Processing Procedures - Section 38.72 Through 38.73	2/15/19		
10.8.1	Recipients That Must Comply with Complaint Procedures	2/15/19		
10.8.2	Key Elements of the Complaint	2/15/19		
10.8.3	Jurisdiction	2/15/19		
10.8.4	Information Required for a Complaint	2/15/19		
10.8.5	Roles and Responsibilities	2/15/19		
10.8.6	Recordkeeping	2/15/19		
10.8.7	Alternative Dispute Resolution (ADR)	2/15/19		

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10.8.8	Due Process	2/15/19		
10.8.9	Fact Finding/Investigation	2/15/19		
10.8.10	Notice of Final Action	2/15/19		
10.8.11	Retaliation	2/15/19		
10.9	Corrective Actions/Sanctions 29 CFR 38.90 Through 38.100	2/15/19		
10.9.1	Corrective Actions	2/15/19		
10.9.2	Technical Violation	2/15/19		
10.9.3	Whole Relief	2/15/19		
10.9.4	Violation Compensation	2/15/19		
10.9.5	Conciliation Agreements	2/15/19		
10.9.6	Sanctions	2/15/19		
POLICY MANUAL NUMBER	CHAPTER 11 – TRADE ADJUSTMENT ASSISTANCE	EFFECTIVE DATE OF POLICY	WIA POLICY NUMBER	WIA/WIOA NOTICE NUMBER
11.1	General	4/14/22	22-TAA-01, CH 1 23-TAA-01	