

# Mass Workforce Issuance

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**Workforce Issuance No. 07-75**

Policy  Information

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**To:** Chief Elected Officials  
Workforce Investment Board Chairs  
Workforce Investment Board Directors  
Title I Administrators  
Career Center Directors  
Title I Fiscal Officers  
DCS Associate Directors  
DCS Field Managers

**cc:** WIA State Partners

**From:** David W. Mackley, Director  
Department of Workforce Development

**Date:** November 20, 2007

**Subject:** **Incentive Awards for FY2007 WIA Title I Performance**

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**Purpose:** To announce incentive awards available to local workforce investment boards for exemplary performance levels achieved in FY2007 Title I programs. The process for requesting release of an incentive award is described under *Action Required*.

**Background:** The incentive policy delineated in WIA Communication No. 01-58, WIA Title I Performance Incentives and Sanctions (12/27/01) explains that local workforce areas must meet two criteria in order to qualify for an incentive award:

1. The performance score for each of the 17\* core measures must meet or exceed performance levels, i.e., must be at 80% or higher of the negotiated performance level for each measure; and
2. The aggregate or cumulative score for each of the four\* program performance groups must exceed performance levels, i.e., must average 100% or higher for the adult, dislocated worker, youth and customer satisfaction performance areas.

*\*MassWorkforce Issuance No.07-25, Incentive Funds-Customer Satisfaction Exclusion for FY2007 (5/5/07) announced that the two customer satisfaction measures would be excluded from the calculation of FY2007 incentive awards to workforce investment areas. Thus, 15 measures in three program areas of adults, dislocated workers and youth will apply in FY2007 to local performance.*

MassWorkforce Issuance No. 07-74, FY2007 Title I Annual Performance (11/2/07) provided statewide summary data and local area breakouts on the results of workforce development services provided to older youth, younger youth, adults and dislocated workers.

Local workforce investment boards achieving both the minimum score of 80% on 15 measures as well as averaging at least 100% in each of the three program groups will be determined to have achieved exemplary performance and will qualify for an incentive award allotment. The amount of the award will be \$20,000 per local board.

Eleven workforce investment areas - Berkshire, Boston, Bristol, Cape and Islands, Central Mass, Greater Lowell, Greater New Bedford, Merrimack Valley, Metro South/West, North Central and North Shore - met or exceeded local performance goals on each of the 15 performance measures and averaged more than 100% in each of the three program areas achieving exemplary performance and qualifying for an incentive award.

**Action**

**Required:** Local boards qualified to receive an incentive award must submit a letter requesting release of the funds. The letter must include a brief description of the local board's plan for use of the funds. There are no administrative or program restrictions on the funds, other than to meet the definition of an allowable cost under Title I of the Workforce Investment Act. Submit the letter to:

Edward Bartkiewicz  
Department of Workforce Development  
Division of Career Services  
19 Staniford Street, 1<sup>st</sup> Floor  
Boston, MA 02114

**Questions:** For more information about the incentive award process please contact Eddie Bartkiewicz at 617-626-5073 or [ebartkiewicz@detma.org](mailto:ebartkiewicz@detma.org).