

# ATTACHMENT L1

## Massachusetts

### Fiscal Year 2012 Local Annual WIA Plan

#### Youth Narrative Questions

1. Describe the region's overarching initiatives/priorities for providing services to youth for FY 2012. Summarize the specific types of programs (WIA and non-WIA) administered by the LWIB that support the goals of Common Measures, such as strategies to improve literacy/numeracy skills, increase the number of degrees and certificates awarded, and increase youth employment.
  - a. Describe competitively procured learning services (e.g. education, work-based) specifically designed to increase literacy/numeracy gains for participants at different developmental levels including youth with learning disabilities and out of school participants who have beginning, low intermediate and high intermediate basic education levels.
  - b. Describe program strategies that ensure participants attain degrees or certificates that meet the requirements covered in TEGL 17-05. Complete **Attachment L3** describing the rationale for the degrees or certificates being sought.
  - c. Describe the processes and tools used to assess and enroll participants in Title I WIA program services. The response should explain the following:
    - i. the specific tools used for objective assessment to determine academic, occupational/technical, and employability skill levels and individual service needs for participants (WIA 129(c)(1)(A));
    - ii. how the program staff determines the appropriate service strategies taking into account the assessment (WIA 129(c)(1)(B));
    - iii. describe, if any, minimum standards participants must meet (besides eligibility) to be enrolled into a program service;
    - iv. how does the program address the needs of applicants not meeting the enrollment requirements of a program (WIA 129(c)(3)(B)).
2. Complete all parts of the youth provider survey (**Attachment L2**) Please fill out all the sections of the form, including the descriptions and contract amounts.

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3. Workforce investment areas failing one or more youth performance measures as of the 2<sup>nd</sup> quarter of FY 2011 must describe in detail, the specific action steps that will be taken to ensure performance improvement for each corresponding measure in FY 2012. The response must include the following:
  - a. a diagnostic summation of the performance problem including identification of the measures failed;
  - b. a summary of the methods the local area plans to use to adjust the conditions associated with the failed performance, including a timeline highlighting each major activity;
  - c. any relevant actions taken to address this issue, including any sub-recipient corrective action reports and correspondence.