

Mass Workforce Issuance

Workforce Issuance No. 11-77

Policy **Information**

To: Chief Elected Officials
Workforce Investment Board Chairs
Workforce Investment Board Directors
Title I Administrators
Career Center Directors
Title I Fiscal Officers

cc: WIA State Partners

From: George Moriarty, Director
Department of Career Services

Date: December 13, 2011

Subject: **Skills Start Allocations for FY 2012 (Q2-Q4) and FY 2013 (Q1)**

Purpose: To notify Local Workforce Investment Boards (LWIBs), Local Chief Elected Officials, One-Stop Career Center Operators and other local workforce partners of Skills Start program allocations for FY 2012 Quarters 2-4 (October 1, 2011 – June 30, 2012) and FY 2013 Quarter 1 (July 1, 2012 – September 30, 2012).

Background: Staffing allocations, placement goal levels and available training slots for the Skills Start program for the first quarter of Fiscal Year 2012, covering the period from July 1, 2011 to September 30, 2011, were released as Attachment W to MassWorkforce Issuance 11-34, *Fiscal Year 2012 Local Annual WIA Plan Guidance*, issued on May 27, 2011.

The Interagency Service Agreement (ISA) with the Department of Transitional Assistance (DTA) for Skills Start for the period from October 1, 2011 through September 30, 2012 was signed on October 1, 2011. Attachment A provides information on staffing allocations, placement goals and training slots for each of the workforce areas for FY 2012 Q2-4 and FY 2013 Q1.

The information provided on Attachment A was emailed to local areas by Beth Goguen, DCS manager of Skills Start, on December 5, 2011. Local charges pertaining to Skills Start are approvable from October 1, 2011. Please note that FY 2013 funding will be performance based and instructions will be issued at a later date.

Action

Required: Local areas should track staff charges, and Skills Start enrollments and placements for the period beginning October 1, 2011. Charges, enrollments, etc. cannot be made to EOLWD until the program funds are transferred from DTA to EOLWD.

Local areas should email the following information to Beth Goguen (bgoguen@detma.org) by Friday, December 16, 2011:

- the portion of funds that will be contracted for staff overhead and the portion of funds to be retained for staff costs for (1) the period from October 1, 2011 – June 30, 2012, and (2) for the period from July 1, 2012 – September 30, 2012.

DCS will review/approve the information to be included in local contracts. Areas will be notified by email when funds have been transferred to EOLWD and contracts with local areas can be executed.

Effective: Immediately

Inquiries: Please email all questions to PolicyQA@detma.org. Also, indicate Issuance number and description.

Attachments:

- A. Skills Start Fiscal Year 2012 Allocations (October 1, 2011 – September 30, 2012).