



**MASSACHUSETTS
WORKFORCE INNOVATION AND OPPORTUNITY ACT
JOINT PARTNER COMMUNICATION**

WIOA Joint Partner Communication 02.2023

☒ **Policy** ☐ **Information**

To: Chief Elected Officials
MassHire Workforce Board Chairs
MassHire Workforce Board Directors
MassHire Career Center Directors
WIOA Fiscal Officers
MDCS Operations Managers
Adult Education Providers
Massachusetts Rehabilitation Offices and Providers
Massachusetts Commission for the Blind Offices and Providers
Senior Community Service Employment Program (SCSEP) Providers
Dept. of Transitional Assistance Offices and Providers of SNAP and TANF Services

From: Jennifer James, Undersecretary,
Executive Office of Labor and Workforce Development
Diane Hurley, Acting Director
MassHire Department of Career Services
Katie Dishnica, Acting Director
Department of Unemployment Assistance
Toni Wolf, Commissioner
Massachusetts Rehabilitation Commission
David D'Arcangelo, Commissioner
Massachusetts Commission for the Blind
Wyvonne Stevens-Carter, State Adult Education Director
Department of Elementary and Secondary Ed, Adult and Community Learning Services
Olga Yulikova, Senior Community Service Employment Manager
Executive Office of Elder Affairs
Mary Sheehan, Commissioner
Department of Transitional Assistance

Date: January 31, 2023

Subject: **FY2023 Adult and Community Learning Services Adult Career Pathway Funds**

Purpose: To notify MassHire Workforce Boards, MassHire Career Center Operators, Fiscal Agents, and other local workforce partners of guidance on FY2023 Adult Community Learning Services (ACLS) Adult Career Pathway funds.

Background: The Department of Elementary and Secondary Education (DESE), Adult and Community Learning Services (ACLS) has committed \$200,000 in Adult Career Pathway funds to support local workforce area efforts to work in partnership with local adult education programs to identify and develop career pathway opportunities for adult learners.

The ACLS Adult Career Pathway funds have been allocated to the 16 MassHire Workforce Boards based on FY2022 adult education student enrollments in each of the local workforce areas. ACLS Adult Career Pathway funds must be expended by June 30, 2023.

Policy: MassHire Workforce Boards shall work in partnership with local adult education programs in the development of career pathways opportunities for adult learners. Funds provided to the Workforce Boards are intended to support the following activities:

Support of Adult and Community Learning Services (DESE)

1. Review of adult education proposals (CALC, workplace education, etc.).
2. Workforce Board identification of staff to participate in trainings and on review teams for adult education competitive proposals.
3. Participation of Workforce Board staff on program quality reviews (PQR) (monitoring) and selected site visits and related trainings.
 - Workforce Board identifies staff to participate in one-day program quality reviews with ACLS based on the ACLS developed schedule.
 - The PQR is part of the ACLS accountability system and these one-day reviews are conducted once in a four-year cycle.
 - One of the key purposes is to determine the quality of services against a set of Indicators through a diagnostic assessment.
 - Promising practices will be identified and disseminated.
 - The reviews ensure state and federally-funded adult education providers are compliant with state and federal policies.

Supporting DESE Funded Local Adult Education Programs

1. Development of effective employer partnerships to place adult education graduates.
2. Support and guidance to adult education programs related to the development of viable career pathways for adult learners in the local workforce area.
3. Support and guidance to adult education programs related to the development of bridge classes and integrated education and training programs.

4. Support and guidance to adult education programs in serving “shared customers”.
5. Support and guidance to the out-stationed adult education staff located at Career Centers (including Boston Navigator).
6. For Boston – coordination of quarterly Adult Literacy Initiative (ALI) meetings for adult education programs in Boston (in collaboration with ACLS).

Instruction for Placing ACLS Adult Career Pathway Funds in the Integrated Budget

Both the Integrated Budget and the Fiscal Status Report (FSR) forms have been adapted to incorporate expenditure of ACLS Adult Career Pathway funds.

The Integrated Budget template includes a column for the ACLS Adult Career Pathway funding source. Please enter the amount of the fund allocation your local area has received from Adult and Community Learning Services in the appropriate budget column.

Reporting ACLS Adult Career Pathway Funds

Local area Fiscal Agents will report funds spent on ACLS Adult Career Pathway expenses in the Fiscal Status Report (FSR) row and column.

FY2023 ACLS Adult Career Pathway expenses must be submitted to MDCS on the FSR Partner page for the quarters in which the funds were expended and these will, in turn, be reported to Adult and Community Learning Services.

Local Board Action

Required: MassHire Workforce Boards must ensure ACLS Adult Career Pathway funds are utilized in accordance with the instructions within this policy and attachment.

Effective: Immediately

Attachment: A: FY2023 Adult and Community Learning Services Adult Career Pathways Funds

Inquiries: Please email all questions to PolicyQA@MassMail.State.MA.US . Also, indicate Issuance number and description.