



MASSACHUSETTS  
WORKFORCE INNOVATION AND OPPORTUNITY ACT  
JOINT PARTNER COMMUNICATION

---

**WIOA Joint Partner Communication 03.2024**

**Policy**    **Information**

---

**To:**            MassHire Workforce Board Chairs  
                  MassHire Workforce Board Directors  
                  MassHire Career Center Directors  
                  MassHire Fiscal Officers  
                  MDCS Operations Managers

**From:**        Alysia Ordway, Undersecretary  
                  Executive Office of Labor and Workforce Development  
                  Beth Goguen, Director  
                  MassHire Department of Career Services  
                  Katie Dishnica, Director  
                  Department of Unemployment Assurance  
                  Toni Wolf, Commissioner  
                  MassAbility  
                  John Oliveria, Commissioner  
                  Massachusetts Commission for the Blind  
                  Wyvonne Carter-Stevens, Associate Commissioner  
                  Department of Elementary and Secondary Education, Adult and Community  
                  Learning Services  
                  Jeffrey McCue, Commissioner  
                  Department of Transitional Assistance

**Date:**        January 22, 2026

**Subject:**     **FY2024 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 FY2024 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 Adult Career Pathway funds in the amount of \$200,000 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 FY2023 adult education student enrollments in each of the local workforce areas. ACLS Adult Career Pathway funds must be expended by June 30, 2024.

**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.

FY2024 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

**Inquiries:** Please email all questions to [PolicyQA@Mass.gov](mailto:PolicyQA@Mass.gov) and indicate Issuance number and description.

**Attachment:** FY2024 Adult and Community Learning Services Adult Career Pathways Funds