

ATTACHMENT A

Massachusetts Fiscal Year 2019 Local Annual Operating Plan

Checklist – Due August 31, 2018

Please use this checklist to ensure completeness; indicate each item that is included with the Board's submission.

No.	Checkoff Confirms Inclusion	Document Title
1.		Completed Local Annual Operating Plan Document Checklist (<i>Attachment A</i>)
2.		Notification of Local Workforce System Changes (<i>Attachment C</i>)
3.		One-Stop Career Center Hours of Operation Form (<i>Attachment D</i>)
4.		Local Annual Operating Plan Signatories Form (<i>Attachment F</i>)
5.		One-Stop Career Center Charter (<i>all Career Centers</i>)
6.		Financial Modification Authorization Form (<i>Attachment G</i>)
7.		Integrated Budget and Budget Narrative (<i>Attachment J</i>)
8.		One-Stop Career Center Operator/Service Provider A-133 Audit (<i>for new operators only</i>)
9.		WIOA Performance Goals Request Form FY19 (<i>Attachment M1</i>)
		<i>Attachment I (Charts Below)</i>
10.		Submittal History (<i>Chart S</i>)
11.		Labor Exchange Program Summary (<i>Chart #1</i>)
12.		WIOA Title I Program Summary for Adults (<i>Chart #2</i>)
13.		WIOA Title I Program Summary for Dislocated Workers (<i>Chart #3</i>)
14.		WIOA Title I Program Summary for Youth (<i>Chart #4</i>)