



Workforce Issuance

100 DCS 10.101

☐ Policy ☒ Information

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

cc: WIOA State Partners

From: Diane Hurley, Acting Director
MassHire Department of Career Services

Date: January 24, 2025

Subject: **Systems Certification**

Purpose: To provide the Commonwealth's policy for Systems Certification for each sub-recipient for all federal programs administered by Department of Career Services (DCS), including, but not limited to Workforce Innovation and Opportunity Act (WIOA or the Act).

Background: The Workforce Innovation and Opportunity Act was signed into law July 22, 2014 becoming effective July 1, 2015. The final WIOA rules were issued on August 19, 2016.

WIOA Section 184 requires that the Governor must certify to the Secretary every two years that (A) The State has implemented uniform administrative requirements; (B) The State has monitored local areas to ensure compliance with uniform administrative requirements and (C) The State has taken appropriate corrective action to secure such compliance.

States are authorized by WIOA to withhold approval of Plans, de-certify local Workforce Boards, and/or withhold fund availability from any entity, which fails to demonstrate the capacity to effectively administer WIOA funds and programs.

To measure administrative effectiveness and to ensure compliance with the objectives of the Act and regulations, DCS as the designated Administrative Entity for WIOA, will be conducting a review of local area's administrative systems, resulting in a certification determination of whether the required standards are met. In the event of a recipient or sub-recipient's failure to meet certification standards and/or comply with the uniform administrative requirements, DCS will take prompt corrective action and will impose sanctions provided in WIOA sections 184(a)(5).

Policy: The Commonwealth's Systems Certification Policy is specified herein. Any provisions contained in the WIOA Regulations, or other applicable laws and regulations shall apply, even if they are not explicitly stated in this policy. Nothing in this policy shall be construed to contradict prevailing laws.

Action Required: All Local Area Workforce Development Boards and Fiscal/Administrative Entities must develop their own internal Policies; including but not limited to, the establishment of functioning and documented systems to enable the on-site annual review of sub-recipients in compliance with this policy, and to determine compliance with DOL uniform administrative requirements, as required by WIOA.

Effective: This Policy effective immediately for all Workforce Innovation and Opportunity Act funds provided by DCS.

References: WIOA Sec. 184(a)(5)
20 CFR 683.410(b)(5)
2 CFR 200.338

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