

# Mass Workforce Issuance

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☐ Policy ☒ Information

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

**cc:** WIOA State Partners

**From:** Alice Sweeney, Director  
Department of Career Services

**Date:** April 14, 2015

**Subject:** **WIOA Youth Services Strategies Quick Start Action Planner (QSAP)**

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**Purpose:** To notify Local Workforce Investment Boards, One-Stop Career Center Operators, and other local workforce investment partners of the WIOA Youth Services Strategies Quick Start Action Planner (QSAP).

**Background:** The WIOA Quick Start Action Planner QSAP is an interactive, self-paced assessment tool designed to help leaders at all levels of the public workforce system plan and prepare for implementation of WIOA. The QSAP helps to identify areas of strength and focused areas for improvement in a workforce system and provides connection to targeted resources that can help to prepare and plan effectively.

The WIOA Youth Services Strategies QSAP is now live and is the next in a series of QSAPs covering important topics in relation to WIOA. Use the QSAP to ensure appropriate actions are taken to reach the dynamic level of change called for in Youth Services under WIOA. The results will show areas of both strength and action to engage partners and stakeholders in on-going dialogues on planning and next steps.

Find the Youth Services Strategies QSAP, as well as the other WIOA Action Planners at: <http://qsap.workforce3one.org/page/planner>

For details on how to use the QSAPs most effectively, check out the *WIOA Quick Start Action Planners: A New Tool for the Implementation of WIOA* Webinar:

<https://www.workforce3one.org/view/5001506539374961927/info>