

West Central Arkansas Workforce Development Board

Lisa Greene, Chairperson

AGENDA

Workforce Development Board
Executive Committee TEAMS Meeting
Tuesday, August 27, 2024
3:00 p.m.

Call to Order.....Lisa Greene
Approval Transfer of DLW Funds.....Carrie Pratchard
Approval of Changes to Policy.....Cora Easterday
Adjournment

West Central
Arkansas Workforce
Development Area

Microsoft Teams [Need help?](#)

[Join the meeting now](#)

Meeting ID: 242 052 618 25

Passcode: WX4Doo

Dial in by phone

[+1 646-838-1723](#)

Phone conference ID: 227 487 780#

West Central Arkansas Workforce Development Board Lisa Greene, Chair

Non-Duplication of Services and Co-Enrollment/Co-Funding Policies and procedures

Purpose:

The purpose of this policy is to provide clear guidance on co-enrollment and co-funding across multiple programs.

Policy:

When a participant is involved in or referred to more than one program, the WIOA Title I Service Provider will ensure that there is no duplication of services for that individual. The following methods may be used, but are not limited to:

- Statements from the participant
- Communication between partners or other entities
- Information available in Arkansas JobLink
- Communication with training institutions

Additional measures may also be employed to prevent the duplication of funds.

References:

WIOA § 134(b)(2)(A)(v)
20 CFR 680.350
TEGL 19-16

20 CFR 680.230
20 CFR 681.430 - 440
A.C.A. 15-4-3711(a)(10)(D)

Procedures:

Non-Duplication of Services

WIOA staff must document all services provided to participants in their files, including the Individual Service Strategy (ISS) or Educational Development Plan (EDP), and in the AJL Enrollment Notes. Additionally, staff should ensure that any new services do not duplicate existing ones.

Co-Enrollment/Co-Funding

For participants with co-enrollment or co-funding, all relevant documentation must be submitted to the designated staff and recorded in the participant's file, ISS/EDP, and AJL Enrollment Notes, and entered in the AJL Partner Provided service section, if applicable.

Lisa Greene, Chair

Date

Approved on: _____

WDB is an equal opportunity provider of employment and training services. Auxiliary aids and services are available up request to person of disability, if available.