

Program Year 2024 – 2027 WIOA Regional Planning Guidelines

WIOA Section 106(c) requires local Workforce Development Boards (WDBs) and chief elected officials (CEOs) of each planning region to engage in a [regional planning](#) process that results in the preparation and submission of a single Regional Plan. Regional Plans must incorporate the Local Plans for each local WDA within the planning region consistent with the requirements of Local Plans identified at WIOA Section 108(b). The Regional Plan must address all of the following:

Planning Region: Provide the name for the planning region.

Local Areas Included in this Planning Region: Provide the local areas included in the planning region.

Plan Period: July 1, 2024 – June 30, 2028

Section I: Regional Analysis

1. Provide an analysis of the regional labor market data and economic conditions, including:
 - a. Existing and emerging in-demand industry sectors and occupations; and
 - b. The employment needs of employers in those industry sectors and occupations.

The analysis may include:

- An assessment of industry sectors that are considered mature but still important to the regional economy.
 - A discussion of regional geographic factors (advantages or disadvantages) that may impact the regional economy and the distribution of employers, population, and service providers in the region.
2. Provide an analysis of the knowledge and skills needed to meet the employment needs of the employers in the region, including the employment needs of in-demand industry sectors and occupations.
 3. Provide an analysis of the workforce in the region including current labor force employment and unemployment data, information on labor market trends, and the educational and skill levels of the workforce in the region, including individuals with barriers to employment.

NOTE: [DWD Regional Economists](#) can be consulted to provide data compiled from the Quarterly Census of Employment and Wages, Occupational Employment Survey, and long-term Industry and Occupational Projections and from DWD labor exchange services such as Job Center of Wisconsin. This information may be supplemented by WDB Business Services Staff, as needed.

Section II: Regional Strategies

4. Describe any ongoing and/or anticipated regional service strategies.
5. Identify whether any cooperative service delivery agreement(s) exist, and if so, describe the nature of such agreement(s).

6. Describe the strategies and services that will be used in the planning region to better coordinate workforce development programs and services with regional economic development services and providers.
7. Describe how the planning region will strategically coordinate workforce development activities with all required [one-stop partners](#).
8. Describe the strategies and services that will be used in the planning region to strengthen linkages between the one-stop delivery system and unemployment insurance programs.
9. Provide a description of how the planning region will coordinate workforce development activities carried out in the region with statewide rapid response activities, as described in Section 134(a)(2)(A).
10. Describe the development and implementation of sector initiatives for in-demand industry sectors or occupations in the planning region and explain how sector partnerships will be utilized to facilitate the engagement of employers in workforce development programs.

Regions must address:

- a. Current in-demand industry sectors and occupations within the region;
 - b. The status of regional collaboration in support of sector initiatives;
 - c. Regional sector priorities based on data driven analysis; and
 - d. Business involvement and public-private partnerships in current initiatives.
11. Identify whether the local areas within the planning region do/will coordinate administrative costs and/or pool funds for administrative costs.

If so, describe how these costs are/will be coordinated.

If not, describe why such coordination is not appropriate for the planning region at this time.

12. Identify whether the local areas within the planning region do/will coordinate transportation and/or other supportive services.

If so, describe how such services are/will be coordinated.

Regions may consider:

- a. Establishing a process to assess coordination of transportation and other supportive services delivery; and
- b. Whether, and if so, how, to enhance the delivery of transportation and other supportive services delivery.

If not, describe why such coordination is not appropriate for the planning region at this time.

13. Describe any coordinated strategies and/or services that are/will be used within the planning region to address the needs of businesses within the planning region.

14. Identify whether the local areas within the planning region will collectively negotiate and reach agreement with the Governor on local levels of performance for, and report on, the performance accountability measures described in WIOA Section 116(c).

If so, provide the details of such a collective negotiation.

Section III: Administrative Requirements

15. Briefly describe the activities and steps taken to develop this Regional Plan.

Identify any stakeholders that were consulted in the development of the plan, including chief elected officials, economic development agencies, representatives of training and/or education organizations serving youth, organizations serving individuals with barriers to employment, representatives of businesses in demand industries/sectors, and others.

16. Briefly describe the process used by the local WDBs in this planning region to provide an opportunity for public comment, including comments by representatives of businesses and representatives of labor organizations, and other public input into the development of the plan prior to its submission.

Identify the start and end dates of the public comment period (not to exceed 30 days).

Include an accounting of any comments that express disagreement with the plan.

17. Include any attachments referenced throughout the Regional Plan, if applicable (e.g., cooperative service agreements, memoranda of understanding, regional policies, etc.)
18. Include the WIOA Local Plans for each local WDA included in the planning region.

Section IV: Attestations and Signatures

I hereby attest that this WIOA Regional Plan was:

- Developed in partnership with the local WDB and appropriate chief elected officials;
- Put out for public comment for at least 30 days prior to submission to DWD for approval, and if comments were received that express disagreement with the Plan they are included with this submission; and
- Properly approved at the local level in accordance with the applicable local governance documents (e.g., bylaws, WDB-CEO Agreement, Consortium Agreement, or similar).

Printed name of chief elected official	Signature of chief elected official	Date
Printed name of local WDB chairperson	Signature of local WDB chairperson	Date
Printed name of local WDB Director	Signature of local WDB Director	Date