



CDSS

WILL LIGHTBOURNE
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES

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EDMUND G. BROWN JR.
GOVERNOR

REASON FOR THIS TRANSMITTAL

- State Law Change
- Federal Law or Regulation Change
- Court Order
- Clarification Requested by One or More Counties
- Initiated by CDSS

NOVEMBER 3, 2016

ALL COUNTY INFORMATION NOTICE NO. I-78-16

TO: ALL COUNTY WELFARE DIRECTORS
 ALL CALWORKS PROGRAM SPECIALISTS
 ALL COUNTY WELFARE-TO-WORK COORDINATORS
 ALL CONSORTIA PROJECT MANAGERS
 ALL COUNTY REFUGEE COORDINATORS
 ALL CALFRESH COORDINATORS
 ALL TRIBAL TANF ADMINISTRATORS

SUBJECT: WORKFORCE SERVICES DIRECTIVE FOR THE WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) PHASE II MEMORANDUM OF UNDERSTANDING – COST SHARING FOR CALWORKS PROGRAMS

REFERENCES: WORKFORCE SERVICES DIRECTIVES [15-12](#) AND [16-09](#); ALL COUNTY LETTER [16-51](#)

The purpose of this letter is to inform county welfare departments (CWDs) of the release of [Workforce Services Directive 16-09](#) from the California Workforce Development Board and Employment Development Department. This Workforce Services Directive provides guidance on the requirements for local workforce development boards (local boards) to complete WIOA Phase II MOUs (cost sharing) with partners, including CalWORKs programs. The directive was released on October 14, 2016 and is available on the Employment Development Department's [Active Directives](#) webpage. The California Department of Social Services will provide additional guidance on cost sharing for CWDs in a separate letter to be released in the near future.

[Workforce Services Directive 16-09](#) explains how America's Job Centers of CaliforniaSM (aka One-Stops) and local partners build upon the service coordination agreements in WIOA Phase I MOUs and establish resource and cost sharing agreements in Phase II. The workforce services directive includes information such as the following:

- Infrastructure costs
- Other costs, including career services
- Cash, non-cash, and third-party contributions
- Requirements for colocated and non-colocated partners
- Deadlines for completing WIOA Phase II MOUs
- Local funding options and state funding requirements

WIOA Phase II MOUs must be completed by local boards and submitted to the California Workforce Development Board by June 30, 2017.

If you have questions about this letter or WIOA, contact your CalWORKs Employment Bureau county consultant at (916) 654-2137. If you have questions about [Workforce Services Directive 16-09](#), contact the [Regional Advisor](#) for your county's local workforce development area, as explained on page 16 of the Workforce Services Directive.

Sincerely,

Original Document Signed By:

KÄREN DICKERSON, Chief
CalWORKs Employment and Eligibility Branch