



Illinois
Department of Commerce
& Economic Opportunity

OFFICE OF EMPLOYMENT & TRAINING

JB Pritzker, Governor

WIOA NOTICE NO. 20-NOT-01, Change 3

TO: Chief Elected Officials
Local Workforce Innovation Board Chairpersons
Local Workforce Innovation Board Staff
WIOA Fiscal Agents and Grant Recipients
WIOA Program Services Administrators
Illinois workNet® Operators
WIOA State Agency Partners
Other Interested Persons

SUBJECT: WIOA Title IB Local Performance Goals Negotiations

DATE: July 31, 2024

I. PURPOSE

To inform Local Workforce Innovation Boards (LWIBs) and Chief Elected Officials (CEOs) of the guidelines for negotiating local levels of performance for Program Years (PYs) 2024 and 2025 for the Workforce Innovation and Opportunity Act (WIOA) Title IB programs (Adult, Dislocated Worker, and Youth) as required by section 116(c)(2) and provide information and resources on the negotiations.

II. ISSUANCES AFFECTED

A. References:

Workforce Innovation and Opportunity Act Section 116
Workforce Innovation and Opportunity Act: Final Rule Section 677 Subpart C
published at Federal Register Vol. 81, No. 161 (August 19, 2016)
U.S. DOL Training and Employment Guidance Letter (TEGL) No. 10-16, Change
3, Performance Accountability Guidance for Workforce Innovation and
Opportunity Act (WIOA) Core Programs (June 11, 2024)
U.S. DOL Training and Employment Guidance Letter (TEGL) No. 11-19, Change
1, Negotiations and Sanctions Guidance for the Workforce Innovation and
Opportunity Act (WIOA) Core Programs (May 10, 2023)
U.S. DOL Training and Employment Guidance Letter (TEGL) No. 09-17,
Negotiating Performance Goals for the Workforce Innovation and Opportunity
Act (WIOA) Title I Programs and the Wagner-Peyser Act Employment
Service as amended by Title III of WIOA, for Program Years (PYs) 2018 and
PY 2019 (February 16, 2018)

B. Rescissions:

WIOA Notice No. 20-NOT-01, Change 2, WIOA Title IB Local Performance Goals Negotiations (August 16, 2022)

III. **BACKGROUND**

WIOA Section 116(c)(2) requires that the LWIB, CEOs, and the Governor negotiate and agree on local performance levels. The primary performance indicators for WIOA Title IB programs (Adult, Dislocated Worker, and Youth) are the same for the local areas and the State as outlined in WIOA Final Rule Section 677.155(a)(1).

The State wants to ensure the local performance negotiations are conducted in a manner that allows the parties involved to appropriately gather and review information, propose local goals, plan for the negotiations, and conduct negotiations via virtual meetings. All PY 2024 and PY 2025 local performance negotiations must be completed by September 30, 2024. Following completion of all local negotiations, the Office of Employment and Training will inform the United States Department of Labor (USDOL), Employment and Training Administration (ETA) Region 5 Office of the negotiated performance levels.

IV. **COMPONENTS**

The negotiation process outlined in Chapter 3.4 of the ePolicy manual, General Requirements for Negotiation of Local Performance Goals, ensures a meaningful, open-communication, two-way negotiation in which the LWIB and CEOs reach an agreement with the Illinois Department of Commerce and Economic Opportunity (DCEO), Office of Employment and Training (OET), acting on behalf of the Governor of Illinois, on local performance levels.

The USDOL has introduced a Statistical Adjustment Model (SAM) as required at WIOA Section 116(b)(3)(A)(viii) to enhance objectivity in identifying appropriate performance goals. From the SAM, States were provided a State Negotiation Tool to be used in state negotiations. A similar [Local Negotiation Tool](#) utilizing a local SAM has been developed for local performance negotiations. While the Tool accounts for many economic conditions and participant characteristics, it is recognized that it does not account for all factors that may affect local performance. As such, local negotiations will allow for additional information that the local areas may consider important and relevant when negotiating each performance indicator.

As outlined in WIOA Final Rule Section 677.155(a)(1), there are five (5) primary indicators of performance for the adult, dislocated worker, and youth programs authorized under WIOA Title IB. These indicators will be negotiated for each Title IB program (fifteen total measures to be negotiated). A sixth indicator of performance, Effectiveness in Serving Employers, will not be included in the local negotiations since it is a statewide measure.

Section 116 of WIOA requires each core program to be assessed on the primary performance indicators, seen below. These are referred to as "performance measures." Data from various sources determine performance metrics, which indicate how well an area or program performed on a specific indicator. Our policies and TEGLs explain how state and local performance measures are calculated.

The Primary Indicators of Performance that will be negotiated for Program Years 20-25 are:

IA/ID Employment During the 2nd Quarter After Exit/ Youth Training/Education and Employment During the 2nd Quarter After Exit

- The percentage of participants who are in unsubsidized employment (and for youth, or in education or training) during the second quarter after exit from the program;

IA/ID Employment During the 4th Quarter After Exit/Youth Training/Education and Employment During the 4th Quarter After Exit

- The percentage of participants who are in unsubsidized employment (and for youth, or in education or training) during the fourth quarter after exit from the program;

Median Earnings (2nd Quarter after Exit)

- Median earnings of participants who are in unsubsidized employment during the second quarter after exit from the program;

Credential Attainment Rate

- The percentage of those participants enrolled in a WIOA Title I funded education or training program (excluding those in on-the-job training [OJT] and customized training) who attained a recognized postsecondary credential or a secondary school diploma, or its recognized equivalent, during participation in or within one (1) year after exit from the program; and

Measurable Skills Gain (MSG)

- The percentage of participants who, during a program year, are in a WIOA Title I funded education or training program that leads to a recognized postsecondary credential or employment and who are achieving measurable skill gains, defined as documented academic, technical, occupational, or other forms of progress, towards such a credential or employment.

The attachments to this WIOA Notice contain the formal process to be utilized in the local negotiation process, a timeline of the activities leading up to and including the formal negotiation, and tools, worksheets, and references that will assist in preparing for the negotiations.

These documents and information have been developed and updated, as necessary, to reflect the current PYs for which negotiations are being conducted.

Upon completion of the local negotiation process and formal communication of agreement of local levels of performance, it is required that each LWIB and CEO inform the public. LWIBs are to accomplish this by including the negotiated measures within the Performance Goals and Evaluation chapter of the local plan (effective July 1, 2024) and ensuring the public is aware that the updated plan is available to view on the local area website per the sunshine provision of WIOA no later than October 18, 2024.

V. ACTION REQUIRED

All LWIBs, CEOs, grant recipients, and subrecipients shall review this notice and distribute it to all appropriate individuals within the organization.

VI. INQUIRIES

Inquiries should be directed to OET, Mark Burgess, mark.a.burgess@illinois.gov.

VII. EFFECTIVE DATE

This notice is effective on release.

VIII. EXPIRATION DATE

This notice will remain in effect until amended or rescinded by the Office of Employment and Training.

Sincerely,

A handwritten signature in black ink, appearing to read 'Julio Rodriguez', with a stylized flourish at the end.

Julio Rodriguez, Deputy Director
Office of Employment and Training

JR:ld

Attachment(s): A - Local Negotiations Timeline
 B - Illinois Title IB Negotiated Levels of Performance for PY24-25
 C - Local Performance Goals Negotiations References
 D - Instructions for Performance Goal Proposal Form
 D1 - PY24-25 Performance Goal Form
 D2 - PY24-25 Performance Goal Form – LWIA 7

Local Performance Goals Negotiations for Program Years 2024 and 2025

Local Negotiations Timeline

ACTIVITY/DELIVERABLE	DUE DATE/WEEK ENDING
DRAFT USP Plan to IWIB, including initial State Expected Levels of Performance	December 1, 2023
Unified State Plan Submission, including State Expected Levels of Performance	March 1, 2024
Meetings of SAM Technical Advisory Working Group	April 4, 2024
Illinois WIOA Summit – Session on SAM	April 25, 2024
Meetings of SAM Technical Advisory Working Group	May 2, 2024
IWP Performance Task Force Meeting	May 23, 2024
Webinar – DRAFT Local Negotiation Tool Overview	May 29, 2024
State PY2024/2025 Negotiations	June 7, 2024
Meetings of SAM Technical Advisory Working Group	June 17, 2024
PY 2024/2025 Local Negotiation Tool (SAM) Developed and Submitted to LWIBs/LWIAs (URL link to Title I Administrators and Performance Leads)	July 17, 2024
IWP Performance Task Force Meeting	July 25, 2024
Webinar – Local Performance Negotiations Process	July 31, 2024
New/Revised WIOA Policies and Notice on Performance Assessments, SAM, and Negotiations; Request for Local Submission of Expected Levels of Performance	August 2024
Local Negotiations Scheduling Begins (priority given on a first received first scheduled basis) [9-11 am, 11 am - 1 pm, or 2 pm - 4 pm timeslots]	August 5-30, 2024
Local Negotiations Planning Period	August 1 - September 26, 2024
Local Submission of Expected (Proposed) Levels of Performance DUE to OET	August 1 - September 6, 2024
WIOA Title IB Performance – Quarterly Office Hours (Local Negotiation Focused)	August 21, 2024
Local PY2024/2025 Local Negotiations Conducted	August 27 - September 26, 2024
Submission of ALL Local Negotiated Levels of Performance to DOL	September 30, 2024

**Illinois Workforce Development Activities (Title IB of WIOA)
Negotiated Levels of Performance for Program Years (PYs) 2024 and 2025**

Adult

	PY 2024	PY 2025
Employment Rate 2nd Quarter after Exit	76.5%	76.5%
Employment Rate 4th Quarter after Exit	77.5%	77.5%
Median Earnings 2nd Quarter after Exit	\$9,000	\$9,000
Credential Attainment within 4 Quarters after Exit	74.0%	74.0%
Measurable Skill Gains	62.0%	63.0%

Dislocated Worker

Employment Rate 2nd Quarter after Exit	79.5%	79.5%
Employment Rate 4th Quarter after Exit	80.0%	80.0%
Median Earnings 2nd Quarter after Exit	\$11,800	\$11,800
Credential Attainment within 4 Quarters after Exit	73.0%	74.0%
Measurable Skill Gains	62.0%	63.0%

Youth

Employment or Education Rate 2nd Quarter after Exit	76.0%	76.0%
Employment or Education Rate 4th Quarter after Exit	76.0%	76.0%
Median Earnings 2nd Quarter after Exit	\$5,000	\$5,000
Credential Attainment within 4 Quarters after Exit	70.0%	70.5%
Measurable Skill Gains	59.0%	60.0%

Local Performance Goals Negotiations References

[Workforce Innovation and Opportunity Act Section 116\(c\)](#)

[Workforce Innovation and Opportunity Act: Final Rule Section 677 Subpart C published at Federal Register Vol. 81, No. 161](#) (August 19, 2016)

[U.S. DOL Training and Employment Guidance Letter \(TEGL\) No. 10-16, Change 3, Performance Accountability Guidance for Workforce Innovation and Opportunity Act \(WIOA\) Title I, Title II, Title III, and Title IV Core Programs](#) (June 11, 2024)

[U.S. DOL Training and Employment Guidance Letter \(TEGL\) No. 11-19, Change 1 Negotiations and Sanctions Guidance for the Workforce Innovation and Opportunity Act \(WIOA\) Core Programs](#) (May 10, 2023)

[U.S. DOL Training and Employment Guidance Letter \(TEGL\) No. 09-17, Negotiating Performance Goals for the Workforce Innovation and Opportunity Act \(WIOA\) Title I Programs and the Wagner-Peyser Act Employment Service as amended by Title III of WIOA, for Program Years \(PYs\) 2018 and PY 2019](#) (February 16, 2018)

[U.S. DOL Training and Employment Notice No. 25-19, Understanding Post-Secondary Credentials in the Public Workforce System](#) (June 8, 2020)

[A Methodology for Statistical Adjustment under the Workforce Innovation and Opportunity Act \(WIOA\)](#)
U.S. Department of Labor

WIOA Wednesday Webinar: Planning for Your Program year 2024-2025 Local Negotiations (July 31, 2024)
PowerPoint Presentation

WIOA Wednesday Webinar: DRAFT Local Negotiation Tool (May 29, 2024)
PowerPoint Presentation

[WIOA Wednesday Webinar: PY2020 Performance & SAM Roundtable: Recap & Next Steps](#) (June 29, 2022)
[PowerPoint Presentation](#)

[WIOA Wednesday Webinar: How are My Local WIOA Performance Outcomes Determined and What are the Impacts of Success or Failure](#) (November 3, 2021)
[PowerPoint Presentation](#)

[Workforce GPS WIOA Wednesday: Using the Statistical Adjustment Model for Negotiating WIOA Performance Levels](#) (April 4, 2018)
[PowerPoint Presentation](#)
[Executive Summary](#)
[Transcript](#)

Proposed Levels for WIOA Title I Adult, Dislocated Worker, and Youth Indicators of Performance

Instructions for the Performance Goal Proposal Form

The Program Year (PY) 2024/PY 2025 Expected (Proposed) Levels of Performance for each Local Workforce Innovation Board (LWIB) must be submitted to the Illinois Department of Commerce and Economic Opportunity (DCEO), Office of Employment and Training (OET) who is acting on behalf of the Governor of Illinois for local negotiations using the *Performance Goal Proposal Form*. Any additional supporting data or rationale may be submitted as an addendum to the form. In preparation for negotiations, OET will consider the local proposed goals and may accept those for which the supporting documentation provides substantial pragmatic information to support the local proposal on its own merits. This will be indicated during the initial stages of the negotiation call.

The completed form may be submitted via email beginning August 1, 2024, and no later than Friday, September 6, 2024, to:

Mark Burgess: mark.a.burgess@illinois.gov

Cc: Paula Barry: paula.barry@illinois.gov

Local Workforce Innovation Boards (LWIBs) and Chief Elected Officials (CEOs) should establish Local Negotiation Teams that consist of up to five (5) members. Additional individuals may be identified to assist in the analysis and examination of performance data and to prepare for the negotiations, but only the five (5) designated members of the Local Negotiation Teams may participate in the scheduled negotiations call with OET.

WIOA intends for LWIBs and CEOs to be a party to these local negotiations with OET. While LWIBs and CEOs should participate directly in the local negotiations, as a practical matter, they may wish to delegate responsibility to one or more persons authorized to represent them in negotiating and approving expected performance levels. These authorized persons become the local negotiation team for the area. The *Performance Goal Proposal Form* provides a form to identify from one to five (5) persons who will constitute this team. The form must be signed by the Chief Elected Official and the Chairperson of the LWIB for the local area.

One team member must be designated as the “Primary Contact”. The primary contact will be responsible for submitting the expected performance levels to the State on behalf of the LWIB and CEO(s), scheduling the date and time of the negotiation call, and coordinating with team members to facilitate participation.

When the goal proposal form is submitted, an OET representative will contact the designated primary contact to schedule the negotiation call. Calls will be scheduled based on remaining available dates and times, and considering local team availability, maximum flexibility needs to be provided to ensure all twenty-two (22) local negotiations can be completed between the identified dates of August 26 – September 26, 2024.

Once the negotiation call occurs and the Local Negotiation Team and OET have agreed on all fifteen (15) performance measure goals, OET will send a Final Performance Negotiation Goal letter to the LWIB Chairperson and CEO(s), finalizing the negotiation process.



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& Economic Opportunity
OFFICE OF EMPLOYMENT & TRAINING
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Performance Goal Proposal Form for PY 2024/PY 2025 WIOA Performance Negotiations

Proposed Goals for WIOA Title I Adult, Dislocated Worker, and Youth Indicators of Performance

Local Workforce Innovation Board (LWIB) #:	LWIB Name:
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Performance Measure	PY 2024	PY 2025
WIOA Title I - Adults		
Employment Rate 2 nd Quarter after Exit		
Employment Rate 4 th Quarter after Exit		
Median Earnings 2 nd Quarter		
Credential Attainment Rate 4 th Quarter after Exit		
Measurable Skill Gains		
WIOA Title I – Dislocated Workers		
Employment Rate 2 nd Quarter after Exit		
Employment Rate 4 th Quarter after Exit		
Median Earnings 2 nd Quarter		
Credential Attainment Rate 4 th Quarter after Exit		
Measurable Skill Gains		
WIOA Title I - YOUTH		
Education/Employment Rate 2 nd Quarter after Exit		
Education/Employment Rate 4 th Quarter after Exit		
Median Earnings 2 nd Quarter		
Credential Attainment Rate 4 th Quarter after Exit		
Measurable Skill Gains		



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Performance Goal Proposal Form for PY 2024/PY 2025 WIOA Performance Negotiations
Proposed Levels for WIOA Title I Adult, Dislocated Worker, and Youth Performance Measures

Local Negotiation Team Members*:

Name:	Title:	E-mail address:	Phone number:

Primary Contact/Team member designated to submit proposed levels of performance on behalf of the LWIB and CEO(s):**

Name:	Title:	E-mail address:	Phone number:

*Up to five (5) LWIB Negotiation Team Members may be designated to participate on the scheduled negotiations call with OET staff.

**The primary contact is a single contact who will be responsible for performance goals being submitted on behalf of the LWIB and CEO(s); communication with OET staff to schedule the date and time of the negotiations phone call; and, coordinating and facilitating the call with other Local Negotiation Team members.

Signature

Printed Name
Chief Elected Official Chairperson

Date: Click or tap to enter a date.

Signature

Printed Name
Local Workforce Innovation Board Chair

Date: Click or tap to enter a date.

The completed form may be submitted via email beginning August 1, 2024, and no later than Friday, September 6, 2024, to:

Mark Burgess: mark.a.burgess@illinois.gov and Cc: Paula Barry: paula.barry@illinois.gov



Performance Goal Proposal Form for PY 2024/PY 2025 WIOA Performance Negotiations

Proposed Levels for WIOA Title I Adult, Dislocated Worker, and Youth Performance Measures

Local Workforce Innovation Board (LWIB) #:	LWIB Name:
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Performance Measure	PY 2024	PY2025
WIOA Title I - Adults		
Employment Rate 2 nd Quarter after Exit		
Employment Rate 4 th Quarter after Exit		
Median Earnings 2 nd Quarter		
Credential Attainment Rate 4 th Quarter after Exit		
Measurable Skill Gains		
WIOA Title I – Dislocated Workers		
Employment Rate 2 nd Quarter after Exit		
Employment Rate 4 th Quarter after Exit		
Median Earnings 2 nd Quarter		
Credential Attainment Rate 4 th Quarter after Exit		
Measurable Skill Gains		
WIOA Title I - YOUTH		
Education/Employment Rate 2 nd Quarter after Exit		
Education/Employment Rate 4 th Quarter after Exit		
Median Earnings 2 nd Quarter		
Credential Attainment Rate 4 th Quarter after Exit		
Measurable Skill Gains		



Performance Goal Proposal Form for PY 2024/PY 2025 WIOA Performance Negotiations

Proposed Levels for WIOA Title I Adult, Dislocated Worker, and Youth Performance Measures

Local Negotiation Team Members*:

Name:	Title:	E-mail address:	Phone number:

Primary Contact/Team member designated to submit proposed levels of performance on behalf of the LWIB and CEO(s)**:

Name:	Title:	E-mail address:	Phone number:

*Up to five (5) LWIB Negotiation Team Members may be designated to participate in the scheduled negotiations call with OET staff.

**The primary contact is a single contact who will be responsible for performance goals being submitted on behalf of the LWIB and CEO(s); communication with OET staff to schedule the date and time of the negotiations phone call; and, coordinating and facilitating the call with other Local Negotiation Team members.

Signature

Signature

Printed Name

Chief Elected Official Chairperson

Printed Name

Local Workforce Innovation Board Co-Chair

Date: Click or tap to enter a date.

Date: Click or tap to enter a date.

Signature

Signature

Printed Name

Chief Elected Official Chairperson

Printed Name

Local Workforce Innovation Board Co-Chair

Date: Click or tap to enter a date.

Date: Click or tap to enter a date.

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