

Attachment A: Local Area Redesignation Application

Local Area Redesignation Application

This application will serve as your request for redesignation as a Local Workforce Development Area (local area) under the Workforce Innovation and Opportunity Act (WIOA). Examples of redesignated local areas include two areas proposing to merge into a new combined single local area, various local areas that will be combined in a new, single local area, or a local area that will be expanded to include part or parts of another current local area.

If the Governor’s Council for Workforce and Economic Development (State Board) determines the application is incomplete, it will either be returned or held until the necessary documentation is submitted.

	Local Area 1	Local Area 2
Name of Local Area(s)	Northeast Workforce Development Board	Green Country Workforce Development Board
Mailing Address	5238 Highway-169	882 S. Muskogee Avenue
City, State, Zip	Catoosa, OK 74015	Tahlequah, OK 74464
Contact Person	Ashley Arenivar	Michael Branan
Contact Phone Number	918.584.9709	918.351.9917

Local Area Levels of Performance

Instructions: For each local area that is associated with the newly modified local area, enter the local negotiated levels of performance and actual levels of performance for previous two program years.

Example 1: If Local Area A and Local Area B are proposing to merge into a new combined single local area, fill out one performance table for Local Area A and one performance table for Local Area B.

Example 2: If Local Area A will be expanded to include part or parts of Local Area B, fill out one performance table for Local Area A and one performance table for Local Area B.

Example 3: If three local areas will be combined into a new, single local area, fill out a separate performance table for Local Area A, Local Area B, and Local Area C.

Performance Measures				
Name of Local Area: Northeast Workforce Development Board				
Measure	Negotiated PY 2022	Actual PY 2022	Negotiated PY 2023	Actual PY 2023
Adult				
Entered Employment Rate (2nd quarter after exit)	72.0%	80.9%	72.0%	77.2%
Employment Retention Rate (4th quarter after exit)	70.0%	78.3%	70.0%	75.9%
Median Earnings (2nd quarter after exit)	\$5,750	\$6,343	\$5,750	\$7,035
Credential Attainment Rate	72.5%	82.5%	72.5%	82.2%
Measurable Skill Gains	65.0%	71.3%	65.0%	83.8%
Dislocated Worker				
Entered Employment Rate (2nd quarter after exit)	75.0%	75.0%	75.0%	73.5%
Employment Retention Rate (4th quarter after exit)	69.5%	88.9%	69.5%	69.6%
Median Earnings (2nd quarter after exit)	\$8,200	\$7,880	\$8,200	\$10,776
Credential Attainment Rate	75.0%	90.9%	75.0%	85.7%
Measurable Skill Gains	70.5%	86.4%	70.5%	88.9%
Youth (ages 14-24)				
Education or Employment Rate (2nd quarter after exit)	74.0%	70.0%	74.0%	87.1%
Employment Retention Rate (4th quarter after exit)	71.0%	69.2%	71.0%	92.3%
Median Earnings (2nd quarter after exit)	\$3,900	\$8,758	\$3,900	\$6,495
Credential Attainment Rate	71.0%	77.8%	71.0%	77.8%
Measurable Skill Gains	59.5%	79.5%	59.5%	60.9%

Performance Measures				
Name of Local Area: Green Country Workforce Development Board				
Measure	Negotiated PY 2022	Actual PY 2022	Negotiated PY 2023	Actual PY 2023
Adult				
Entered Employment Rate (2nd quarter after exit)	73%	74.3%	73%	72.3%
Employment Retention Rate (4th quarter after exit)	70.3%	73.4%	70.3%	71.2%
Median Earnings (2nd quarter after exit)	\$5,900	\$8,908	\$5,900	\$7,351.80
Credential Attainment Rate	75%	50.4%	75%	53.6%
Measurable Skill Gains	61%	58.2%	61%	59.3%
Dislocated Worker				
Entered Employment Rate (2nd quarter after exit)	73.3%	60%	73.3%	79.1%
Employment Retention Rate (4th quarter after exit)	70%	61.5%	70%	73.9%
Median Earnings (2nd quarter after exit)	\$8,361	\$9,708	\$8,361	\$8,872
Credential Attainment Rate	73%	57.5%	73%	47.0%
Measurable Skill Gains	67%	48.1%	67%	72.2%

Youth (ages 14-24)				
Education or Employment Rate (2nd quarter after exit)	72%	78.5%	72%	87.1%
Employment Retention Rate (4th quarter after exit)	72%	79.3%	72%	92.3%
Median Earnings (2nd quarter after exit)	\$3,700	\$6,267	\$3,700	\$6,495.14
Credential Attainment Rate	61.3%	48.7%	61.3%	77.7%
Measurable Skill Gains	56%	59.1%	56%	60.8%

Redesignated Local Area Narrative

A redesignated local area must submit a narrative to support an application for initial designation.

The proposed integration of the Northeast Workforce Development Board into the Green Country Workforce Development Board is designed to create a more comprehensive and cohesive workforce development system. By unifying these regions under Green Country Workforce Development Board, we can better align local economic development efforts, enhance service delivery for both job seekers and employers, and strengthen collaboration between private industry and public workforce programs. This strategic initiative supports the state's broader goal of increasing efficiency and streamlining workforce services across Oklahoma.

Alignment with Labor Market and Economic Development:

Explain how the proposed redesignation aligns the local workforce development area with labor market areas, including details on growth industries and key occupations in the local labor market.

The proposed redesignation of the local workforce development areas aims to align more effectively with labor market areas by taking into account regional economic trends, growth industries, and key occupations that drive employment and economic stability. This realignment would foster a more strategic focus on the following aspects:

1. Alignment with Growth Industries

Local labor market data highlights several industries that are experiencing rapid growth, such as:

- **Healthcare and Social Assistance:** Driven by an aging population and increasing demand for medical services, healthcare jobs like nursing, medical technicians, and healthcare support roles are in high demand.
- **Information Technology (IT):** The rise of digital transformation and cybersecurity needs is driving growth in IT occupations, including software development, IT support, and systems analysis.
- **Advanced Manufacturing:** Technological advancements have created a need for

skilled workers in automation, robotics, and precision manufacturing.

- **Construction and Infrastructure Development:** With population growth and urban expansion, construction, civil engineering, and related trades are seeing a surge in demand.

By consolidating the workforce development area to focus on these industries, the workforce board can concentrate resources on training and upskilling programs that support the needs of these sectors.

2. Key Occupations in the Local Labor Market

The redesignation also seeks to prioritize key occupations that are critical to the region's growth. Local labor market data shows an increasing demand for occupations such as:

- **Registered Nurses and Healthcare Technicians:** In line with healthcare industry needs.
- **IT Specialists and Cybersecurity Experts:** Supporting the growth of the tech industry.
- **Skilled Trades (Electricians, Plumbers, welders):** In response to infrastructure and housing development.
- **Logistics and Supply Chain Managers:** As e-commerce and global trade increase, logistics and distribution sectors require more talent to manage complex supply chains.

3. Labor Market Proximity and Accessibility

By aligning workforce areas more closely with labor market areas, the redesignation ensures that workers can access job opportunities within reasonable proximity to their homes. This approach minimizes skill gaps and geographic barriers, making it easier for both employers to find qualified workers and individuals to access available jobs.

4. Regional Collaboration and Resource Optimization

Redesignating workforce areas allows for better coordination of resources between neighboring local areas that may share economic ties. This facilitates the creation of regional training programs, apprenticeships, and partnerships between local governments, businesses, and educational institutions, ensuring that the workforce is prepared for both current and future demands.

Explain how the proposed redesignation aligns with a regional economic development area within Oklahoma.

The proposed redesignation aligns the workforce development region with the realities of the local labor market by focusing on growth industries, key occupations, and improving accessibility to job opportunities. It will help close skill gaps, increase economic development, and ensure that workforce training initiatives meet the specific needs of the local economy.

Identify the level to which the service area affected by the boundary change is consistent with the local labor market (e.g., how will the service area improve, shift, or impact the existing labor market area?).

The service area affected by the proposed boundary change would become more consistent with the local labor market by creating a stronger alignment between workforce resources and economic needs. Here's a breakdown of how this alignment will improve, shift, or impact the labor market:

1. Improvement in Alignment with Key Industries

The boundary change would likely improve the connection between workforce development efforts and the local labor market by ensuring that services are tailored to the most critical industries in the region. Specifically:

- **Targeted Support for Growth Sectors:** By expanding or adjusting boundaries to include areas where industries like healthcare, IT, advanced manufacturing, and construction are growing, workforce development programs can more precisely address the talent demands of these sectors.
- **Customized Training Programs:** Workforce boards can offer more industry-specific training and education that responds to the needs of businesses within the newly defined area. This targeted approach ensures a better pipeline of skilled workers in key occupations.

2. Shift in Labor Market Demand and Skill Development

The boundary change could result in a shift in how labor market demands are met, particularly by ensuring that previously underserved or overlooked areas receive adequate support. This shift includes:

- **Expansion of Employment Opportunities:** The new service area may open up additional job opportunities for workers in high-demand fields. For example, if an area with a strong manufacturing base is included in the new boundary, workforce programs can focus on providing the technical skills needed for modern manufacturing jobs, thus increasing job placements.
- **Resource Allocation and Skill Gaps:** By adjusting boundaries, resources (such as training programs, job placement services, and funding) can be more equitably distributed across the region. This helps address skill gaps in areas where employers struggle to find qualified workers, ensuring a more balanced labor supply.

3. Impact on Employment Rates and Workforce Mobility

The boundary change will positively impact employment rates and improve workforce mobility in the region:

- **Increased Access to Jobs:** Expanding the service area to better reflect the local labor market means that job seekers will have access to a broader range of employment opportunities within industries that are thriving. This expansion would benefit areas with high unemployment rates, offering job seekers the chance to find employment more easily.
- **Improved Commuter Access:** Realigning the boundaries based on economic regions can reduce commuting barriers by ensuring that the workforce development area covers regions where workers are more likely to find jobs. This minimizes geographic mismatches and helps local residents secure positions without the need for long commutes outside the region.

4. Economic Impact and Regional Competitiveness

The boundary change should have significant economic implications for the local labor market:

- **Enhanced Regional Competitiveness:** With a workforce development area that is better aligned with industry needs, the region becomes more competitive in attracting new businesses. Companies looking to expand or relocate will be more likely to invest in a region where they can access a skilled labor pool, fostering economic growth.
- **Support for Small and Medium-Sized Enterprises (SMEs):** By redesigning the service area to include smaller communities and business hubs, SMEs can benefit from a more organized workforce development strategy. This could lead to increased hiring, training support, and resources for business growth in areas previously underserved by workforce services.

5. Improved Collaboration Across Regions

The new boundaries may foster greater collaboration across neighboring regions, leading to:

- **Regional Workforce Partnerships:** Realigning the workforce area could encourage cross-regional partnerships between workforce boards, local governments, educational institutions, and employers. This collaboration would support larger-scale workforce initiatives, such as regional apprenticeship programs, job fairs, and joint funding opportunities.
- **Better Data Sharing and Labor Market Analysis:** With clearer boundaries that align with labor market trends, workforce agencies can more effectively share labor market data and collaborate on analysis, leading to better decision-making about where to allocate resources and how to address future economic challenges.

The boundary change will improve alignment between workforce services and the local labor market, leading to better support for growth industries, more equitable resource distribution, increased access to job opportunities, and enhanced regional competitiveness. It will shift the labor market by addressing skill gaps and expanding access to employment, ultimately resulting in a more dynamic and resilient local economy.

Resource Management and Administration:

Detail how the proposed local workforce development area will effectively administer activities under the provisions of WIOA, utilizing available federal and non-federal resources. Include descriptions of area education and training providers, the allocation of resources for training activities, and the percentage of overall resources administered by the local area that will be dedicated to training activities.

The proposed local workforce development area will effectively administer activities under the Workforce Innovation and Opportunity Act (WIOA) by leveraging both federal and non-federal resources to create a comprehensive and responsive workforce system. The strategy focuses on enhancing service delivery, strengthening partnerships with education and training providers, and ensuring that funding is allocated efficiently to support job seekers and employers.

Utilization of Federal and Non-Federal Resources:

The workforce development area will maximize available resources by integrating WIOA Title I funds with other federal, state, and local funding streams. This includes:

- WIOA Title I Adult, Dislocated Worker, and Youth Funds – Providing job training, career services, and work-based learning opportunities.
- Carl D. Perkins Career and Technical Education (CTE) Act Funds – Supporting career and technical education programs in alignment with local labor market demands.
- State and Local Economic Development Grants – Leveraging partnerships with economic development agencies to fund skills training initiatives.
- Private Sector Investments – Collaborating with employers to support work-based learning programs that focus on in-demand occupations outlined by the state.
- Tribal and Community-Based Resources – Partnering with organizations such as the Cherokee Nation to align workforce efforts and maximize service delivery.

Education and Training Providers

The local area is home to a diverse network of education and training providers, including:

- Community Colleges and Universities – the region has Northeastern State University in Tahlequah and Broken Arrow, Rogers State University in Claremore, Oklahoma State University-Tulsa, and Oklahoma State University-Center for Health Services in Tulsa and Tahlequah. Junior College institutions include Connors State College, Oklahoma State Institute of Technology (bachelor's and associate degrees offered), Tulsa Community College, and Northeastern Oklahoma A&M College.
- Career Technology Centers – the region has six technology center districts with over seventeen campuses including: Indian Capital Technology Center with five Campuses, Central Technology Center, Tulsa Tech with six Campuses, Green Country Technology Center, Northeast Technology Center with five Campuses, and Tri County Tech. Three Career Tech Skills Centers for Second Chance Individuals.
- Adult Education Providers: the region includes twelve Adult Education and Family Literacy (AEFL) providers.

- Nonprofit and Industry-Specific Training Providers – The region offers an array of private institutions that offer credentialing for in demand occupations such as Truck Driving, Nursing and Nursing Assistants.
- Job Corps Institutions- Talking Leaves Job Corps in Tahlequah and Tulsa Job Corps Community

With available institutions spread throughout the entire region, participants have a wide variety of options that best suit their needs. By coordinating with these providers, the workforce development area ensures job seekers have access to high-quality training programs that lead to sustainable employment.

Allocation of Resources for Training Activities:

To maximize impact, the proposed workforce development area will dedicate a significant portion of its budget to direct training services. Resource allocation includes:

- Individual Training Accounts (ITAs) – Providing tuition assistance for eligible participants to enroll in approved training programs.
- On-the-Job Training (OJT) & Incumbent Worker Training – Incentivizing employers to train new hires and upskill current employees.
- Work-Based Learning & Apprenticeships – Expanding opportunities for hands-on experience in high-demand industries.
- Supportive Services – Offering assistance such as transportation and childcare to help individuals complete training programs.

Percentage of Resources Dedicated to Training Activities:

The proposed workforce development area is committed to prioritizing training investments, with 40% WIOA funds allocated toward direct training activities. This allocation aligns with state and federal requirements to ensure job seekers receive the necessary skills and credentials to meet employer demands.

By strategically utilizing federal and non-federal resources, partnering with high-quality education providers, and allocating a substantial portion of funding to training, the proposed local workforce development area will create a more efficient, integrated, and impactful workforce system that drives economic growth and supports job seekers across the region.

Performance and Fiscal Integrity:

Describe measures to ensure that the redesignation will improve the performance of the new local area.

To ensure that the redesignation improves the performance of the new local workforce development area, several measures can be implemented. These measures focus on improving service delivery, aligning workforce programs with local labor market needs, and ensuring accountability. Key measures include:

1. Data-Driven Decision Making

- **Labor Market Analysis:** Regularly analyze local labor market data to identify trends, growth industries, and high-demand occupations. This analysis will inform workforce training programs and resource allocation to address specific employer needs.
- **Performance Metrics:** Establish key performance indicators (KPIs) that measure success in areas like job placements, employment retention, skills training completions, and wage increases. Performance can be tracked and reported quarterly to ensure alignment with the local economy.

2. Customized Training Programs

- **Sector-Specific Training:** Develop training programs tailored to high-growth industries, such as healthcare, IT, advanced manufacturing, and construction. This ensures that workers are being trained for roles that are in demand, improving job placement rates and meeting employer needs.
- **Partnerships with Local Educational Institutions:** Collaborate with local community colleges, vocational schools, and universities to develop curriculum and apprenticeship programs that meet the specific skills required by local employers. This ensures that training programs remain relevant and effective.

3. Employer and Industry Engagement

- **Business Partnerships:** Build strong partnerships with local businesses and industry leaders to regularly assess their workforce needs and skills gaps. Workforce boards can collaborate with employers to develop customized workforce solutions, such as apprenticeships, internships, and on-the-job training.
- **Sector-Based Workforce Councils:** Create industry-specific workforce councils that regularly provide feedback on workforce initiatives and the effectiveness of training programs. This feedback ensures that workforce development efforts stay responsive to evolving industry needs.

4. Targeted Outreach and Service Delivery

- **Improved Access to Services:** Ensure that job seekers and employers in underserved or newly included areas have better access to workforce services such as career counseling, job fairs, and skills training programs. Expanding access to these services will improve the overall reach and effectiveness of workforce programs.
- **Outreach to Vulnerable Populations:** Develop strategies to engage populations with higher barriers to employment, such as youth, veterans, people with disabilities, and long-term unemployed individuals. Offering tailored support services, such as soft skills training, financial literacy, or job readiness programs, can increase workforce participation and reduce unemployment rates.

5. Accountability and Performance Tracking

- **Regular Monitoring and Reporting:** Implement a system for regularly tracking and reporting the performance of the local workforce development area. This includes monitoring job placement rates, employer satisfaction, and program completion rates, ensuring that targets are being met.

Describe how the modification will maintain or improve the fiscal integrity of the new local area.

To maintain or improve the fiscal integrity of the new local workforce development area after the modification, a variety of financial management practices and oversight measures must be implemented. These strategies ensure that resources are used efficiently, transparently, and in compliance with federal, state, and local regulations. Key measures to ensure fiscal integrity include:

1. Strengthening Financial Oversight and Accountability

- **Regular Audits:** Conduct routine internal and external audits to ensure that funds are used appropriately. Independent third-party audits will help to identify any financial discrepancies or mismanagement early, allowing for prompt corrective actions.
- **Compliance with Federal and State Guidelines:** Ensure that the new local area follows all applicable regulations, including Workforce Innovation and Opportunity Act (WIOA) guidelines, Office of Management and Budget (OMB) circulars, and state-specific policies related to the use of workforce funds. This guarantees that funds are spent in accordance with established rules and prevents the risk of disallowed costs.
- **Clear Internal Controls:** Establish strong internal financial controls, such as segregation of duties, approval processes for expenditures, and regular reconciliations. This will help prevent fraud, waste, and abuse of resources.

2. Efficient Use of Funds

- **Cost-Effective Program Design:** Design workforce programs and services that deliver high value while keeping costs manageable. By identifying areas where resources can be shared, such as through regional collaborations or public-private partnerships, the workforce development board can maximize the impact of funds while keeping costs low.
- **Prioritizing High-Impact Investments:** Focus financial resources on programs and initiatives with proven success, such as sector-specific training programs in high-demand industries. Prioritizing investments that have a direct and measurable impact on job placement, retention, and wage increases helps to ensure efficient use of funds.
- **Leveraging Alternative Funding Sources:** To relieve pressure on public funds, seek out additional funding sources, such as grants from private foundations, employer contributions, and federal or state competitive grants. By diversifying funding streams, the new local area can better support critical workforce initiatives without over-relying on a single source of revenue.

3. Improved Financial Planning and Budgeting

- **Transparent Budgeting Process:** Implement a transparent and participatory budgeting process that includes input from key stakeholders, such as workforce board members, local businesses, educational institutions, and community organizations. This ensures that financial decisions align with local labor market needs and workforce goals.
- **Regular Financial Forecasting:** Conduct regular financial forecasting to predict future funding needs and any potential shortfalls. This proactive approach allows for adjustments in resource allocation and program delivery to prevent overspending or budget deficits.
- **Contingency Planning:** Establish contingency plans for managing potential funding cuts or

unexpected financial challenges. Having reserve funds or alternate funding sources in place ensures that essential services can continue uninterrupted in times of financial difficulty.

4. Enhanced Fiscal Monitoring of Service Providers

- **Service Provider Accountability:** Implement robust monitoring and evaluation procedures for all contracted service providers. Ensure that contracts are performance-based, linking payments to measurable outcomes, such as job placements and training completions. This reduces the risk of paying for ineffective services and ensures taxpayer dollars are used for their intended purpose.
- **Frequent Financial Reporting:** Require service providers to submit detailed and frequent financial reports that track their use of allocated funds. These reports should be reviewed to ensure compliance with contract terms and to identify any potential financial risks early.
- **Risk-Based Monitoring:** Use a risk-based monitoring approach to focus more oversight on providers with larger contracts or higher financial risk. This approach allows the workforce board to allocate monitoring resources where they are most needed.

Impact on Partnerships and Resources:

How does the boundary change influence existing partnerships and leveraged resources?

- **Partnership Alignment:** A boundary change presents an opportunity to strengthen alignment among existing partners by refining goals, strategies, and objectives. While adjustments may be necessary, this shift can foster greater collaboration and realignment to better serve shared priorities. This change also aligns with tribal partnership boundaries, such as the Cherokee Nation, which was previously divided between the two workforce boards, creating a more cohesive and unified approach to workforce development.
- **Resource Reallocation:** This will result in existing partnerships gaining access to more resources.
- **Communication Channels:** The physical and organizational distance between partners will shift by establishing new communication networks which will provide opportunities to streamline operations.
- **Access to New Markets or Sectors:** This will open up additional markets or sectors and create opportunities for existing partnerships to expand their influence and resources.

Explain how the boundary change will enhance and produce a more comprehensive and integrated workforce development system (e.g., how will local economic development efforts improve? How will service delivery improve? How will coordination improve between local private industry efforts and the local workforce board(s) to create jobs or foster economic development?).

1. Local Economic Development Improvements

- **Alignment with Regional Economies:** By adjusting boundaries to better reflect economic realities regional industry trends can be aligned. This allows for targeted workforce initiatives that support key sectors, leading to more effective job creation strategies.
- **Investment Attraction:** A combined region can pool resources to attract larger investments and companies. This enhances the area's overall economic competitiveness.

2. Service Delivery Enhancements

- **Access to Resources:** A boundary change will allow the region as a whole to share resources, expanding access to training programs, career services, and education that may have been limited by previous boundaries. This enables a more equitable distribution of services across the region.
- **Specialized Workforce Programs:** A larger, more integrated region will allow workforce development programs to offer specialized training and certifications that are more aligned with local employer demands.

3. Improved Coordination

- **Cross-sector Collaboration:** This boundary change will encourage collaboration between local governments, educational institutions, and private sector industries across a wider geographic area. This leads to better-coordinated workforce programs, making it easier for businesses to access qualified talent and for job seekers to find opportunities.
- **Unified Strategy:** This boundary change will encourage the region to develop a more unified strategy for economic growth, workforce training, and job creation. It allows them to act more effectively as a single entity, rather than multiple, fragmented efforts.

4. Stronger Partnerships Between Private Industry and Workforce Boards

- **Streamlined Communication:** With a unified region, there will be more streamlined communication between the workforce board and private industries. This enhances the feedback loop, allowing the workforce board to respond more quickly to labor market demands.
- **Employer-Led Initiatives:** An integrated system would foster more employer-led workforce development initiatives, such as apprenticeships, internships, and other job training programs tailored to the specific needs of the regional economy.

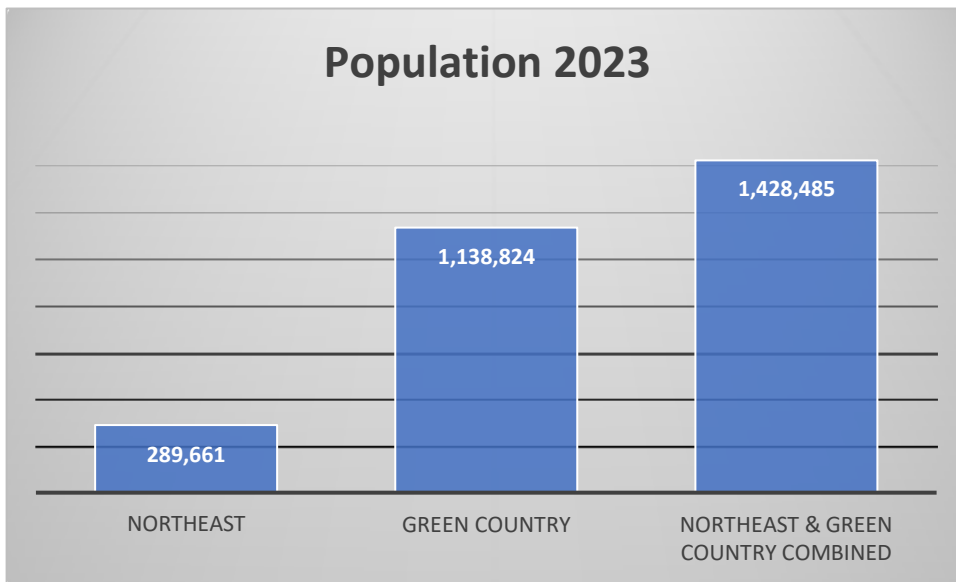
Additional Relevant Information:

- Provide any other narrative information that may be relevant to an objective assessment of the redesignation request.

Geographic Boundaries

Describe the geographic modification to the affected local areas, including the exact boundary changes and their impact on the populations of the local areas involved.

The Northeast’s seven-county area: Rogers, Craig, Nowatta Ottawa, Washington, Mayes, and Delaware counties and Green Country’s eleven-county area: Creek, Tulsa, Wagoner, Muskogee, McIntosh, Osage, Okmulgee, Pawnee, Cherokee, Adair and Sequoyah counties would combine these eighteen counties into one local area. The population will increase as shown in the chart below:



Source: analyst.lightcast 9.2024

Sustained Fiscal Integrity

The local area hereby certifies that it has not been found in violation of any of the following during either of the previous two program years:

1. **Final determination finding(s)** from audits, evaluations, or other reviews conducted by State or local governmental agencies or the Department of Labor identifying issues of fiscal integrity or mis expended funds due to the willful disregard or failure to comply with any WIOA requirement, such as failure to grant priority of service or verify participant eligibility; or
2. **Gross negligence** defined as a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both; or
3. **Failure to observe accepted standards of administration.** Local areas must adhere to the uniform administrative requirements set forth in Title 2 CFR Part 200, and Title 29 CFR Parts 95 and 97. ***Local areas must have fully met their federally mandated responsibilities for the two previous program years including timely reporting of WIAO participant and expenditure data, timely completion and submission of the required annual single audit and have not been placed on cash hold for longer than 30 days.*** [in alignment with WIOA Section 106(e)(2)]

Redesignation Assistance Request

Along with the redesignation request, the applicant for redesignation may also submit a request for redesignation assistance (if needed). This request should include a budget and justification for the assistance, detailing proposed activities to facilitate a transition to the redesignated local area.

Please indicate if you are requesting redesignation assistance:

- Yes, we are requesting assistance
- No, we do not require assistance

If yes, please complete the following sections 2 items.

1. Budget and Justification

Proposed Budget for Redesignation Assistance:

(Attach detailed budget as a separate document if necessary)

Total Amount Requested: \$ _____

Justification for Assistance Request:

Please provide a detailed justification for your request, including how the funds will be used to facilitate a smooth transition to the redesignated local area. Include any proposed activities, their purpose, and expected outcomes.

2. Proposed Activities

Please outline the proposed activities for which assistance is requested. These activities may include:

- **Convening Sessions and Conferences:** Organizing meetings, workshops, or conferences with key stakeholders to actively plan and execute the transition process, with actionable steps such as setting timelines, assigning responsibilities, and outlining specific tasks. This ensures that concerns are addressed, and there is alignment with the new local area's goals and requirements.
 - [Description of Activity]
- **Renegotiation of Contracts and Agreements:** Revising or renegotiating existing contracts and agreements with service providers, partners, and vendors to reflect the changes brought about by the redesignation. This ensures that all contractual obligations are aligned with the new local area's operations and goals.
 - [Description of Activity]
- **Other Activities Deemed Appropriate by OESC:** Any additional activities that the Oklahoma Employment Security Commission (OESC) considers necessary for a successful transition. This could include tasks like updating governance structures, revising strategic plans, or providing training for staff on new policies and procedures specific to the redesignated area.
 - [Description of Activity]

The signature of the CLEO(s) on this form indicates their approval and support for the redesignation assistance request. CLEOs have the responsibility for governance in their respective local workforce areas, and their signature ensures that the request is officially sanctioned and aligns with the local area's strategic objectives.

Local Area Assurances

Through the previous two program years the local area assures that:

- A. It will comply with the applicable uniform cost principles included in the appropriate circulars or rules of the Office of Management and Budget (OMB). [WIOA Section a.184(a)(3)]
- B. All financial reporting will be done in compliance with federal and State regulations, and guidance (i.e., directives and information notices) issued by the Oklahoma Employment Security Commission. Failure to comply with financial reporting requirements will be subject to potential cash hold. [29 Code of Federal Regulations (CFR)97.21(g)]
- C. All close out reports will comply with the policies and procedures issued by the Oklahoma Employment Security Commission.
- D. It will comply with the audit requirements specified in Title 2 CFR Subtitle A Chapter II Part 200 Subpart F. Failure to comply may result in sanctions imposed by the State.
- E. It will maintain and provide to auditors, at all levels, accounting and program records including supporting source documentation.
- F. No funds received under WIOA will be used to assist, promote, or deter union organizing. [WIOA Section 181(b)(7)]
- G. The local board will comply with the nondiscrimination provisions of WIOA Section b. 188, including the collection of necessary data.
- H. Funds will be spent in accordance with written Department of Labor guidance, and other applicable federal and State laws and regulations.
- I. Its procurement procedures will avoid acquisition of unnecessary or duplicative items, software, and subscriptions. (In alignment with 2 CFR Part 200.318)
- J. It will comply with future State Board (GCWED) policies and guidelines, legislative mandates and/or other special provisions as may be required under federal law or policy, including the WIOA or State legislation.
- K. Priority shall be given to veterans, recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient for receipt of career and training services funded by WIOA Adult funding. [WIOA Section 134(c)(3)(E) and Training and Employment Guidance Letter 10-09]
- L. If it is located within a planning region, it will meet the regional planning requirements in WIOA Section 106(c)(1).

Application Signature Page

Instructions: The local CLEOs of all affected local areas must sign and date this form. Include the original signatures in the application package.

By signing the application below, the local CLEO requests redesignation of the local area. The local CLEO certifies that the local area has performed successfully and sustained fiscal integrity during the previous two program years. Additionally, (s)he agrees to abide by the local area assurances included in this application.

Chief Local Elected Official(s):

Commissioner Charles Boercher Adair County Commissioner
Name Charles E. Boercher Title March 6th 2025
Signature Date

Commissioner Dan DeLozier Rogers County
Name Dan DeLozier Title March 11 - 2025
Signature Date