

CITY OF LOS ANGELES

CALIFORNIA

CAROLYN M. HULL
GENERAL MANAGER



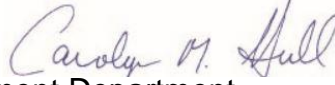
KAREN BASS
MAYOR

**ECONOMIC AND WORKFORCE
DEVELOPMENT DEPARTMENT**

1200 W. 7TH STREET
LOS ANGELES, CA 90017

DATE: January 5, 2023

TO: LA's Workforce Development System–WorkSource Centers

FROM: Carolyn M. Hull, General Manager 
Economic and Workforce Development Department

**SUBJECT: WDS DIRECTIVE No. 23–05
PY 2022-23 WORKFORCE INNOVATION AND OPPORTUNITY ACT
FORMULA WORKSOURCE CENTER BUDGET INCREASE
REQUIREMENTS**

EFFECTIVE DATE

This directive is effective upon date of issue.

PURPOSE

The purpose of this directive is to notify City of Los Angeles WorkSource Center (WSC) contractors of the increase in Workforce Innovation and Opportunity Act (WIOA) formula funding for the current Program Year 2022-23.

BACKGROUND

On July 27, 2022 the Workforce Development Board (WDB) approved the Economic and Workforce Development Department (EWDD) recommendations to accept an additional \$6.2 million in WIOA Formula funds from the State and amend the Annual Plan. The recommendations included the increase of PY 2022-23 WIOA formula funding for each WSC. This item was subsequently approved by the Los Angeles City Council on December 10, 2022. WSCs will receive an increase up to \$125,000 each (\$75,000 in Adult and \$50,000 in Dislocated Worker (DW) funding). The new revised totals are \$711,013 and \$393,543 in Adult and DW funding respectively, for a combined total of \$1,104,556 per WSC. Performance for the WSCs will not change and will remain the same for PY 2022-23.

REQUIRED ACTION

As a result of this increased funding, each WSC will be required to submit revised Adult and DW formula budgets reflecting the new dollar amounts listed above. Increased funding in the WIOA formula budgets are encouraged to be used to build and/or grow internal capacity of WSC staff which will enable and allow for enhanced services to WIOA participants. Increase in funding may be used to increase Participant Related Costs (PRCs) line items for training, retraining and/or support services. The revised budget shall continue to reflect a combined **minimum** Training set-aside of 44% (\$486,005), of which an amount of 30% or \$331,367 will be set-aside for training and an amount of 14% or \$154,638 may be made up of approved leveraged training resources.

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.

If your agency does not use these additional funds for capacity building of staff, you will be required to provide a detailed explanation to your assigned Program Monitor /Budget Analyst to justify your reasoning. The explanation should describe your current staffing needs, or lack thereof. Please also discuss the need for these funds to be allocated to other cost categories. Failure to follow instructions listed above will cause further delay to budget approval process which includes the funding increase for the WIOA Adult & Dislocated Worker budget for PY 2022-23.

DEADLINE FOR RESPONSE

All revised WIOA Adult and DW formula budgets will be due to your assigned Program Monitor/Budget Analyst by Wednesday, January 18, 2023.

WDS CONTACT

For questions regarding the transmission of this directive, please contact your assigned Program Monitor.

CMH:GR:DB:SM:cg

Attachment 1: Adult Budget Template

Attachment 2: Dislocated Worker Budget Template