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Disapproved _____

Action Item 1

RECOMMENDATION TO SUNSET CAREERSOURCE FLORIDA ADMINISTRATIVE POLICY 106 – MEMORANDUMS OF UNDERSTANDING AND INFRASTRUCTURE FUNDING AGREEMENTS

The CareerSource Florida Board of Directors serves as the principal workforce policy organization for the state as described in [Chapter 445.004\(2\), Florida Statutes](#). The state board establishes and directs the vision for the state workforce system. The state workforce development board may delegate the performance of any duties or the exercise of any powers to such officers and agents as the board may from time to time, designate by resolution; however federal and state law describes what items the state workforce development board (SWDB) must review, approve, or consider, including workforce development policies.

CareerSource Florida and the Florida Department of Commerce (FloridaCommerce) reviews policies for their effectiveness and efficiency and recommend the rescission of policies, as necessary. CareerSource Florida and FloridaCommerce reviewed the policies described below.

The U.S. Department of Labor developed a uniform policy to ensure fair cost allocation and resource sharing for local career centers, known as the one-stop delivery system. Each partner program that uses these centers must contribute to operating and infrastructure costs based on how much they use the system and the benefits they receive. Local Workforce Development Boards (LWDBs), working with local elected officials, are responsible for creating agreements with required partners that explain how the system will run. These agreements must include a detailed plan, called an Infrastructure Funding Agreement (IFA), outlining how costs will be shared. Workforce Innovation and Opportunity Act (WIOA) Core and Required Partners are expected to negotiate these costs openly and in good faith.

The CareerSource Florida Board of Directors approved [CareerSource Florida Administrative Policy 106 – Memorandums of Understanding and Infrastructure Funding Agreements](#) to provide LWDBs with the requirements and procedures for developing Memorandums of Understanding (MOU) and IFAs under WIOA. As part of Florida's Workforce System Transformation and efforts to standardize and streamline policies and templates used by LWDBs and stakeholders, CareerSource Florida and

FloridaCommerce reviewed this policy to ensure it aligns with federal and state laws, regulations, and guidance.

It is the determination of CareerSource Florida and FloridaCommerce that this policy does not align with existing federal guidance related to MOUs and IFAs. Existing regulations, and Training and Employment Guidance Letters (TEGL) issued by the U.S. Department of Labor and U.S. Employment and Training Administration, in combination with planned technical assistance in development now, are sufficient guidance for use by WIOA Core and Required Partners, LWDBs, their leadership, and the career centers they operate. CareerSource Florida and FloridaCommerce recommend the sunset of CareerSource Florida Administrative Policy 106 – Memorandums of Understanding and Infrastructure Funding Agreements.

CareerSource Florida and FloridaCommerce will continue working with WIOA Core and Required Partners, and LWDBs to provide technical assistance on this topic and ensure the timely execution of MOUs and IFAs using standardized templates.

FOR CONSIDERATION

- **Sunset one CareerSource Florida policy and remove the policy from the CareerSource Florida Policy Portfolio.**

Resources:

Public Law 113-128, Workforce Innovation and Opportunity Act, Sections 121(c) and (h)

[2 Code of Federal Regulations \(CFR\) Part 200](#) Federal Cost Principles

[20 CFR 678.400](#) Required One-Stop Partners

[20 CFR 678 Subpart C](#) Memorandum of Understanding for One-Stop Delivery System

[20 CFR. 678.700 - 678.760 Subpart E](#) One-Stop Operating Costs

Training and Employment Guidance Letters ([TEGL No. 16-16](#)); ([TEGL No. 16-16, Change 1](#)) and ([TEGL No. 17-16](#))

Section [445.009\(2\)\(c\)](#), Florida Statutes