



September 23, 2013

David Hunn
Northern Virginia Workforce Investment Board
8300 Boone Boulevard
Suite 450
Vienna, VA 22182

Dear Mr. Hunn:

This letter is in response to the Local Workforce Investment Area Plan (local plan) and addendum submitted in accordance with Virginia Workforce Letter (VWL) 12-03. In addition to a response to your local plan, this letter also outlines requirements for performance associated with Workforce Investment Act (WIA) funded programs and services, requirements for annual updates on plan progress, and requirements for WIA waivers.

Local Plan Review Status

Local plans were reviewed by a multidisciplinary team on behalf of the Governor of the Commonwealth of Virginia. Several themes were identified across the fifteen Local Workforce Investment Areas (LWIAs) in Virginia (see attached summary); we would also like to take this opportunity to highlight just a few of the many areas of strength that were evident in your Local Plan:

- *Focus on Support for Entrepreneurship* – continued collaborations with other local WIBs, local economic development entities, and the US Department of Labor will help the area provide high-quality support for current and potential small business owners;
- *Resource Leveraging* - the multi-tiered strategy for leveraging Workforce Investment Act funds to secure other public, private and philanthropic resources will enhance the area's ability to meet the region's workforce development needs; the area is commended for obtaining 45% of its budget from non-WIA sources; and,
- *Sector Strategies* – the planned WIA Transitional Employment Program is a promising approach to aligning skills with the needs of businesses in the region.

We look forward to the implementation of these and other plan objectives, and to the positive impact the associated activities will have in your LWIA and our workforce system as a whole. Please be advised of the following status, in regard to the Local Plan for the Northern Virginia Local Workforce Investment Area: **the Local Plan is approved.**

Performance Requirements

The Commonwealth of Virginia has negotiated statewide performance requirements with the US Department of Labor; these measures are included as a part of the state plan for the period July 1, 2013 – June 30, 2014, and are available at www.vwn.vccs.edu. Performance measures for your local area are outlined in the attached document and are a part of this approved local plan.

Annual Updates

LWIAs are required to submit an annual update to the Virginia Workforce Council, in regard to progress on the goals and objectives outlined in the Local Plan. This update is due no later than April 15th of each year. A separate VWL will be promulgated by November 30, 2013, outlining specific requirements and formats for the Local Plan Annual Update.

Waivers

Virginia current has several waivers approved by the US Department of Labor, in regard to WIA-funded services and activities. LWIA's seeking to implement certain waivers must submit a formal request to the Virginia Community College System, Office of Workforce Development services (VCCS WDS) in its role as state WIA administrative entity. There are no active waiver requests on record for your LWIA; however, waivers requests are accepted on a rolling basis and upon approval, become a part of a LWIA's Local Plan. Details on the use and impact of waivers must be included in the Annual Local Plan update.

On behalf of the Virginia Workforce Council, we extend our gratitude for your continued efforts in support of our collective mission: to *prepare individuals for the careers of today and tomorrow, and connect businesses to a highly skilled workforce*. If you have any questions related to the items included in this letter, please contact Najmah Thomas, Workforce Investment Act Administrator for Virginia, at nthomas@vccs.edu or 804-819-1666.

Sincerely,



M. Craig Herndon, Ph.D.
Vice Chancellor for Workforce Development

Enclosure

cc:

Todd W. Rowley, Local Workforce Investment Board Chair
The Honorable Sharon Bulova, Chief Local Elected Official Chair