



ELEMENT THREE

Review Assurances, Job Training Plans, Contracts and Policies and Procedures *Reference: 29 CFR 37.54(d)(1)(i) and (d)(2)(I), (iii) and (iv).*

Statement of Commitment

The Alaska Department of Labor and Workforce Development, as the recipient of Workforce Investment Act funding shall review assurances, local area plans, contracts and policies and procedures for compliance with Section 188 of the WIA. DOLWD shall assess the ability of funded grant applicants and eligible training providers to comply with Section 188. Grant administrators and others involved in the solicitation of proposals and service provision shall be trained in the incorporation of required assurances. This training shall be the responsibility of the State EO Officer for Grants and Contracts.

Notification of Applicants for Financial Assistance

Applicants for funding assistance under Title I of the WIA shall be notified of their obligation under §188 as a part of the application process. Applications for grant funding and training provider eligibility shall be required to incorporate the assurances contained in 29 CFR Part 37.20 through 37.27. These assurances commit the potential recipient to “comply fully with the nondiscrimination and equal opportunity provisions” of the Workforce Investment Act.

Applications shall be signed by the applicant’s responsible part and a copy retained by them.

The form “Applicant/Recipient for WIA, Title I Funding Equal Opportunity Assurances” shall be included in the applicant’s application package.

Assurance Incorporation in Grants, Agreements, Contracts and other Arrangements

The Division shall require that each grant, cooperative agreement, contract, memorandum of understanding and other such agreements incorporate the assurances required under §37.20 through §37.22 either by reference as outlined in §37.30(a)(2) or by inclusion of the form “Applicant/Recipient for WIA, Title I Funding Equal Opportunity Assurances”.



Accessibility for Individuals with Disabilities

The Division shall require that each grant applicant and training provider seeking eligibility assure their ability to provide programmatic and architectural accessibility for individuals with disabilities as required under 29 CFR Part 32 Subpart C §32.26 through §32.28. It shall be the responsibility of grant administrators and others in the Division who solicit such applications to review these applications for the required assurances.

The form “Assurance of Programmatic and Architectural Accessibility for Individuals with Disabilities” shall be included in the applicant’s application package.

Recipient Agreements

The DOLWD, through grant administrators and others in the department who negotiate and enter into job training plans, contracts, assurances and other such agreements shall assure that the agreements are nondiscriminatory and contain the assurances regarding nondiscrimination and equal opportunity. Each State grant monitoring guide includes a nondiscrimination and equal opportunity section. All State grantees are also required to monitor their subgrantees/subcontractors for compliance with the EO provisions.

Policy Issuances

The State EO Officer for Grants and Contracts shall review policy issuances from the department and recipients to assure such issuances are nondiscriminatory.

Development and Implementation of Nondiscriminatory and EO Policies

State level EO Officers, with the assistance of the Civil Rights Center, shall develop and oversee the implementation of policies on equal opportunity issues. These policies include such issues as sexual harassment and religious accommodation.

Such policies shall cover all recipients of WIA Title I funding as defined under 29 CFR Part 37.4.



Documentation for Element Three

Division of Business Partnerships Grant monitoring Policy #625

Division of Business Partnerships Religious and Sectarian Worship
Policy #495

Application for the Eligible Training Provider List

On-the-Job Training Application

Sexual Harassment Poster