



DWD Issuance 17-2009

Issued: February 19, 2010  
Effective: February 19, 2010

**Subject: Rescinded Policy Issuances**

1. Purpose: To achieve the Strategic Framework Principle for Missouri's Next Generation Career Centers—Lean Processes and Streamline Service Delivery by Removing Bureaucratic Barriers and Waste—the Division of Workforce Development has rescinded policy issuances, thus moving the Missouri workforce system toward streamlining policies and procedures and alleviating bureaucratic barriers to customer-focused quality service.

2. Background: The Policy Alignment Team, a sub-committee of the Next Generation Career Centers (NGCC) Leadership Team, reviewed all policy issuances, program documents and program forms to determine if the documents should be kept or archived.

3. Substance: The Policy Alignment Team made the following recommendations:

- Display policy issuances in WorkSmart, in categories, to improve search ability.
- Archive rescinded and outdated policy issuances and their related attachments.
- Streamline and clarify the process of issuing and rescinding policies.
- Highlight changes made to an existing issuance, in bold print.
- Assign a new issuance number to policy issuances when there are substantial changes made to the existing issuance.

Those issuances not kept fall into several categories:

- Program Changes (changes in documentation, procedures, eligibility, WIA requirements, new programs/initiatives, and programs that have ended)
- Budget and Financial Changes
- Federal Regulation Changes
- Special Situations (NEG for floods, etc)

The rescinded policy issuances that have been archived as part of the move to Next Generation Career Centers are no longer in effect, as of the date of this

issuance. This will be an ongoing process. These issuances have been moved to the archive file on WorkSmart, and are still available to view; however, the archived issuances—and respective attachments—are watermarked to inform the viewer that the policy is no longer in effect.

4. Action: This issuance is effective February 19, 2010. Local Workforce Investment Boards are expected to respond to this continuous, state-level streamlining, by streamlining their own policies, procedures, and practices.
5. Contact: If you have questions regarding this issuance, contact Mike Waltman, Manager, Policy & Communications, 573.526-8267 or [mike.waltman@ded.mo.gov](mailto:mike.waltman@ded.mo.gov); or Steve Reznicek, Manager, Quality Assurance, 573-522-3015 or [steve.reznicek@ded.mo.gov](mailto:steve.reznicek@ded.mo.gov).
6. Reference: Missouri's Next Generation Career Centers Strategic Framework, DWD Issuance 05-2009, Attachment 1
7. Rescissions: See attached rescinded policies.
8. Attachments: Rescinded Policy Issuances, 1999-2008



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Julie Gibson, Director

## **DWD Issuance 17-2009: Rescinded Policy Issuances – 1999-2009, Attachment 1**

*Canceling and rescinding policy issuances is an ongoing process. Please refer to “View Archives” on the WorkSmart/ Documents Issuances page in order to view policy issuances that have been rescinded, watermarked, and archived.*

### **2009:**

DWD Issuance 29-2009: NGCC NEW Automatic Enrollment Policy  
DWD Issuance 29-2009: NGCC NEW Automatic Enrollment Policy, Attachment 1  
DWD Issuance 19-2009: NGCC Automatic Enrollment Policy  
DWD Issuance 19-2009: NGCC Automatic Enrollment Policy, Attachment 1

### **2008:**

DWD Issuance 24-2008: PY09-FY10 WIA Formula Allocations  
DWD Issuance 24-2008: PY09-FY10 WIA Formula Allocations, Attachment 1  
DWD Issuance 24-2008: PY09-FY10 WIA Formula Allocations, Attachment 2  
DWD Issuance 22-2008: WIA Youth Eligibility Documentation Guide, Attachment 1  
DWD Issuance 22-2008: WIA Youth Eligibility Guide Issuance  
DWD Issuance 18-2008: Lower Living Standard Income Level (LLSIL) Income Guidelines  
DWD Issuance 17-2008: Waiver of Procurement for Youth Summer Providers-Recovery Act  
DWD Issuance 15-2008: CAP Immediate Engagement Policy, Attachment 1  
DWD Issuance 15-2008: CAP Immediate Engagement Policy  
DWD Issuance 04-2008: Community Service Policy  
DWD Issuance 03-2008: Flood Waivers  
DWD Issuance 03-2008: Flood 2008 Disaster NEG Worksite Agreement, Attachment 1  
DWD Issuance 03-2008: List of 2008 Flood Impacted Counties in Missouri, Attachment 2  
DWD Issuance 03-2008: OJT Waiver Instructions, Attachment 3  
DWD Issuance 03-2008: Customized Training Waiver, Attachment 4  
DWD Issuance 02-2008: Lower Living Standard Income Level Guidelines (LLSIL)

### **2007:**

DWD Issuance 17-2007: Attachment 2&3, Local Budget Forms  
DWD Issuance 17-2007: Attachment 1, Allocations  
DWD Issuance 17-2007: CAP Allocations  
DWD Issuance 14-2007: Local Plan Extension  
DWD Issuance 13-2007: Attachment 6  
DWD Issuance 13-2007: Attachment, Allocation Amounts  
DWD Issuance 13-2007: PY08-FY09 WIA Formula Allocations  
DWD Issuance 12-2007: PY07/FY08 Planning Budget Summary  
DWD issuance 12-2007: Final Share of \$250 Million Rescission from 05/06  
DWD Issuance 12-2007: Rescissions  
DWD Issuance 10-2007: LLSIL Income Guidelines  
DWD Issuance 09-2007: Change 1 for H-2A and H-2B  
DWD Issuance 09-2007: Change 1, Attachment 1, Revised Instructions for H2A & H2B referral  
DWD Issuance 09-2007: Attachment 1, Acceptable Documentation

DWD Issuance 08-2007: CAP Immediate Engagement Guidelines, Attachment 1,  
DWD Issuance 08-2007: CAP Immediate Engagement  
DWD Issuance 07-2007: Local Area Incentives and Sanctions  
DWD Issuance 06-2007: WIA Registration Details Page  
DWD Issuance 02-2007: Attachment 2, CAP Job Search Log  
DWD Issuance 02-2007: Attachment 1, CAP Policy  
DWD Issuance 02-2007: CAP Work Activities Job Readiness and Search1

## **2006:**

DWD Issuance 18-2006: CAP Planning Budget Summary, Attachment 2  
DWD Issuance 18-2006: CAP Allocations for Program Year 2007, Attachment 1  
DWD Issuance 18-2006: CAP Allocations to LWIB  
DWD Issuance 16-2006: Missouri Work Verification Plan, Attachment 4  
DWD Issuance 16-2006: Interim Work Activity Definitions, Attachments 1-3  
DWD Issuance 15-2006: WIA Performance Incentive Funds  
DWD Issuance 14-2006: Audit Tracking Form, Attachment 1  
DWD Issuance 14-2006: Audit Tracking Policy  
DWD Issuance 13-2006: Regional Manager Responsibilities, Attachment 2  
DWD Issuance 13-2006: Functional Management Model, Attachment 1  
DWD Issuance 13-2006: Integrated Management  
DWD Issuance 12-2006: Skilled Workforce Initiatives  
DWD Issuance 11-2006: Incumbent Worker Training  
DWD Issuance 10-2006: Youth Follow-up Services  
DWD Issuance 09-2006: WIA Waiver of Requirements  
DWD Issuance 08-2006: ITA's for Youth, Change 1  
DWD Issuance 08-2006: ITA's for Youth  
DWD Issuance 06-2006: HHS Poverty Guidelines  
DWD Issuance 05-2006: WIA Formula Allocations for Adult, Youth, Attachments 1 - 5  
DWD Issuance 05-2006: Revised Planning Budget Summary, Attachment 6  
DWD Issuance 05-2006: WIA Formula Allocations  
DWD Issuance 04-2006: Outcome Definitions and Tracking Requirements  
DWD Issuance 04-2006: Literacy and Numeracy Gains  
DWD Issuance 01-2006: Lower Living Standard Income Level (LLSIL) Guidelines  
DWD Issuance 00-2006: Planned Gaps in Service, Attachment B

## **2005:**

DWD Issuance 08-2005: Career Assistance Program (CAP) Allocations, Attachment 5  
DWD Issuance 08-2005: Career Assistance Program (CAP) Allocations, Attachment 4  
DWD Issuance 08-2005: Career Assistance Program (CAP) Allocations, Attachment 1  
DWD Issuance 08-2005: Career Assistance Program (CAP) Allocations, Attachment 2  
DWD Issuance 08-2005: Career Assistance Program (CAP) Allocations  
DWD Issuance 07-2005: WIA Discrimination Complaint  
DWD Issuance 05-2005: Increasing Potential Transfer Amount  
DWD Issuance 04-2005: Local Activity Funds Policy  
DWD Issuance 03-2005: ACT WorkKeys® Scores

## **2004:**

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DWD Issuance 08-2004: Lower Living Standard Income Level (LLSIL) Guidelines  
DWD Issuance 08-2004: Lower Living Standard Income Level (LLSIL) Guidelines  
DWD Issuance 07-2004: Career Assistance Program, Attachment 2  
DWD Issuance 07-2004: CAP Allocations, Attachment 1  
DWD Issuance 07-2004: CAP Allocations  
DWD Issuance 06-2004: LWIA Planning Budget Summary, Attachment 6  
DWD Issuance 06-2004: LWIA Planning Budget Summary, Attachment 1-5  
DWD Issuance 06-2004: LWIA Planning Budget Summary  
DWD Issuance 05-2004: Health and Human Services (HHS) Poverty Guidelines  
DWD Issuance 04-2004: Operating Guidelines for Workforce Investment Regions, Change 1  
DWD Issuance 04-2004: WIA Credential Definition, Attachment 3  
DWD Issuance 04-2004: WIA Credential Definition, Attachment 2  
DWD Issuance 04-2004: Workforce Investment Regions Operating Guidelines for On-the-Job

### **2003:**

DWD Issuance 06-2003: Lower Living Standard Income Level (LLSIL) Guidelines  
DWD Issuance 05-2003: WIA Youth Council Toolkit - Intro  
DWD Issuance 05-2003: WIA Youth Council Toolkit - Module 1  
DWD Issuance 05-2003: WIA Youth Council Toolkit - Module 2  
DWD Issuance 05-2003: WIA Youth Council Toolkit - Module 3  
DWD Issuance 05-2003: WIA Youth Council Toolkit - Module 4  
DWD Issuance 05-2003: WIA Youth Council Toolkit - Module 5  
DWD Issuance 05-2003: WIA Youth Council Toolkit - Module 6  
DWD Issuance 05-2003: Youth Council Tool Kit Resource Guide  
DWD Issuance 04-2003: PY'04-FY'05 Career Assistance Program, Attachment 2-3  
DWD Issuance 04-2003: CAP Allocations for PY04, Attachment 1  
DWD Issuance 04-2003: CAP Allocations for PY04  
DWD Issuance 03-2003: WIA Allocations Transfer Form, Attachment 6  
DWD Issuance 03-2003: WIA Allocations for PY04 FY05, Attachment 1-5  
DWD Issuance 03-2003: WIA Allocations for PY04 FY05  
DWD Issuance 01-2003: Health and Human Services (HHS) Poverty Guidelines

### **2002:**

DWD Issuance 06-2002: Lower Living Standard Income Level (LLSIL) Guidelines  
DWD Issuance 05-2002: (LWIA): Program Year Source of Funds, Attachment 6  
DWD Issuance 05-2002: WIA Allocations for PY03 and FY04, Attachment 1-5  
DWD Issuance 05-2002: WIA Formula Allocations  
DWD Issuance 04-2002: Health and Human Services (HHS) Poverty Guidelines  
DWD Issuance 02-2002: Documentation of Unemployment Insurance (UI) Eligibility Status  
DWD Issuance 01-2002: Case Management Contact, Change 1  
DWD Issuance 01-2002: Case Management Contact

### **2001:**

DWD Issuance 22-2001: Activity Code Definitions/Elimination of Planned Gap Activity Code  
DWD Issuance 21-2001: Improve Youth Development and Retention  
DWD Issuance 20-2001: Lower Living Standard Income Level (LLSIL) Guidelines  
DWD Issuance 19-2001: Local Area Incentives and Sanctions Policy

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DWD Issuance 18-2001: PY05/FY06 De-obligation Amounts, Change 1, Attachment 1  
DWD Issuance 18-2001: Workforce Investment Act Re-obligation/De-obligation Policy, Change 1  
DWD Issuance 18-2001: Workforce Investment Act Re-obligation/De-obligation Policy  
DWD Issuance 17-2001: Local Performance for Re-designation of Local Areas  
DWD Issuance 16-2001: Activities and Services for Employed and Incumbent Workers  
DWD Issuance 15-2001: DWD Dual Enrollment Guidelines, Change 1  
DWD Issuance 15-2001: WIA-TAA/NAFTA Dual Enrollment Procedures, Change1, Attachment 1  
DWD Issuance 14-2001: Planning Budget Summary, Attachment 6  
DWD Issuance 14-2001: Workforce Investment Act Allocations, Attachments 1-5  
DWD Issuance 14-2001: Planning Budget Summary  
DWD Issuance 13-2001: Health and Human Services (HHS) Poverty Guidelines  
DWD Issuance 12-2001: WIA Program Guidance for Summer Activity  
DWD Issuance 11-2001: Setting Appropriate Goals for Workforce Investment Act (WIA) Youth  
DWD Issuance 09-2001: Diversity Forum Report  
DWD Issuance 07-2001: WIA Final Rules, Attachment 2  
DWD Issuance 07-2001: DWD Administered Program Integration, Attachment 1  
DWD Issuance 07-2001: DWD Service Integration Guidelines  
DWD Issuance 03-2001: Basic Guidelines for Regional Workforce Investment Planning  
DWD Issuance 02-2001: Sub-state Monitoring Requirements

### **2000:**

DWD Issuance 10-2000: WIA Formula Allocations: Adult, Youth, Dislocated Worker Programs  
DWD Issuance 08-2000: Policy Guidance on Corrective Actions/Sanction Procedure  
DWD Issuance 07-2000: Definition of “Credential  
DWD Issuance 02-2000: Includable – Excludable Income  
DWD Issuance 01-2000: Local Workforce Investment Act Plan Modification Procedures, Change 2  
DWD Issuance 01-2000: Local Workforce Investment Act (WIA) Plan Modification, Change 2  
DWD Issuance 01-2000: Revised Local Workforce Investment Plan Modification Procedures,  
Change 3  
DWD Issuance 01-2000: Local Workforce Investment Act (WIA) Plan Modification Procedures,  
Change 3

### **1999:**

DWD Issuance 17-1999: Off-Site Data Collection Form, Attachment  
DWD Issuance 17-1999: Off-Site Data Collection Form  
DWD Issuance 16-1999: WIA Equal Opportunity Requirements and Discrimination Resolution,  
Change 3  
DWD Issuance 16-1999: Technical Assistance Guidance on Complaint and Grievance Procedures,  
Change 2  
DWD Issuance 16-1999: EO Discrimination Complaint Procedure, Change 1  
DWD Issuance 16-1999: EO Discrimination Complaint Procedure  
DWD Issuance 15-1999: Sub-state Monitoring Systems  
DWD Issuance 14-1999: WIA Eligibility Attestation Form  
DWD Issuance 14-1999: WIA Eligibility Attestation Form, Attachment 1  
DWD Issuance 11-1999: Health and Human Services (HHS) Poverty Guidelines, Change 1  
DWD Issuance 11-1999: Health and Human Services (HHS) Poverty Guidelines, Change 1

DWD Issuance 10-1999: Lower Living Standard Income Level (LLSIL) Guidelines, Change 1  
DWD Issuance 10-1999: Lower Living Standard Income Level (LLSIL) Guidelines, Change 1  
DWD Issuance 09-1999: Adult Average Wage at Placement  
DWD Issuance 08-1999: Attachment C  
DWD Issuance 08-1999: Attachment C  
DWD Issuance 08-1999: Summer Employment Intake Form  
DWD Issuance 07-1999: Formula Allocations for Adult, Youth, and Dislocated Worker Programs  
DWD Issuance 05-1999: Adult Average Wage at Placement, Change 1  
DWD Issuance 05-1999: Adult Average Wage at Placement  
DWD Issuance 03-1999: Welfare-to-Work Participant Eligibility Guidelines