

## Adult Activities – Procedures for Awarding Grants

One-Stop operators will be selected using the procedures for selection of one-stop operator included in Part B of the State Unified Plan.

Providers of training services will be selected in accordance with the procedure stated in E(1)(b)(vii) of the State Unified Plan.

In accordance with WIA §134(d)(4)(G)(ii) and 20 CFR 663.430, contracts for training rather than ITA's may be used under certain limited conditions. The most common of these conditions is on-the-job training. On-the-job training contracts do not require a competitive selection process. All on-the-job training contracts must follow all regulations in 20 CFR 663.700 – 663.720 and wage and labor standards in 20 CFR 667.272. In addition, a pre-award review as described in 20 CFR 667.268(b) must be conducted for new or expanding establishments.

The procedures for selecting other training providers are outlined in 20 CFR 663.430, 663.705, and 663.720. These involve both competitive and non-competitive processes.

WIA-funded intensive services may be provided by One-Stop operators and/or through contracts with service providers, which may include contracts with public, private for-profit, and private nonprofit service providers, approved by the local boards. [WIA §134(d)(3)(B); WIA §117(d)(2)(D)] All contracts for WIA-funded intensive services by entities other than One-Stop operators must be awarded through a competitive process. (If the operator is a consortium, the consortium agreement must state the arrangements for the provision of intensive services if such services are to be provided by part or all of the consortium.) Local workforce investment boards will follow standard competitive procurement procedures in awarding grants and contracts for intensive services. These competitive procedures must be addressed in the local plans. [WIA §118(b)(9); Act 1125 §12(b)(9)]

In accordance with the sound-purchasing requirement of the State of Arkansas *Purchasing Law and Regulation*, Section 19-11-202, all entities involved in the competitive process for awarding grants and contracts will be ensured fair and equitable treatment. Arkansas purchasing law provides safeguards for the maintenance of a procurement system of quality and integrity. Arkansas' purchasing program is built on the principle of fair and open competition. Where fair and open competition is not sought or obtained, the reason for such action must be valid and must be documented.

All advertisements for Requests for Proposals and/or Requests for Qualifications shall be placed in newspapers with general circulation at least once and at least 5 days prior to the due date and no more than 30 days prior to the due date. Additional offers of solicitation through local and statewide newspapers, direct mailings, and other media sources may be employed.

Local boards will approve grants based on performance and program cost data provided by potential grantees. Decisions will be based on past effectiveness in providing services, commitment of the provider to serve those most in need, and the availability of well-trained staff. The state and local workforce investment boards will gather information regarding performance indicators and will use this information in evaluating the continuous improvement of the grantees for the future awarding of grants and contracts.

The local board must make available to the public, on a regular basis through open meetings, information regarding the activities of the local board, including information regarding the designation and certification of one-stop operators and the award of grants or contracts to eligible providers of WIA-funded activities, and on request, minutes of formal meetings of the local board. *[WIA §117(e)]*