



Workforce Development Area 15
Monroe, Morgan, Noble & Washington Counties
A proud partner of the American Job Center network

REQUEST FOR PROPOSALS

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)

One Stop Operator

Local Workforce Area 15

Monroe, Morgan, Noble and Washington Counties

RFP Milestone	Date
RFP is issued	February 7 th , 2024
Bidders Conference: Attendance Required	February 26 th , 2024 @ 1:00 PM at Lori's Restaurant, Caldwell Ohio
Deadline for Receiving RFP Questions	March 8 th , 2024
Deadline for Responding to RFP Questions	March 15 th , 2024
Deadline for Proposals Received by 4:00PM	March 29th, 2024
RFP Evaluation	April 1 st , 2024 through April 30 th , 2024
Selection of Provider	May 6 th , 2024
Start Date of Contract	July 1 st , 2024

Email to: info@omj15.com

RFP for WIOA–One Stop Operator

Purpose

Ohio Valley Employment Resource (OVER) is soliciting proposals for an entity to serve as the One-Stop Operator (OSO) of Area 15 AJC System. Under the WIOA, the OSO's role is to coordinate the service delivery of required partners and service providers. The Board is seeking a OSO that can assist in implementing the Board's Strategic Priorities through coordination and relationship building with the regional talent development ecosystem.

The Board's Strategic Elements:

Vision: To successfully meet the needs of employers and job seekers by stimulating employment opportunities and economic growth in the area."

Mission: To plan, create and continuously improve a coordinated Area One-Stop Delivery System where business, government, education/training, and community providers collaborate to improve access to jobs and job services for individuals and employers in a manner that will stimulate economic growth and prosperity for the region

Strategic Priorities

- Talent Development
- Economic Development
- Next Generation Talent
- Customer Centric Design

Background and General Information

In our area, the comprehensive one-stop is in Washington County with satellite one-stops in Monroe, Morgan and Noble Counties.

The establishment of one-stop delivery systems is addressed in Section 121 of the WIOA Act. The one-stop required partners are identified by funding source at 121(b). The partners jointly fund the one-stop center and operator based on an area memorandum of understanding (MOU) identified in 121(c).

Each county commissioner board has discretion to designate the location of the one-stop within the county. For our area they are located within the County Department of Job and Family Services in each County:

Monroe County Department of Job and Family Services

Jeanette L. Schwall, Director
100 Home Ave.,
Woodsfield, OH 43793-1234
Phone/Ext: (740) 472-1602

Noble County Department of Job and Family Services

Misty Wells, Director
46049 Marietta Rd. PO Box 250,
Caldwell, OH 43724-0250
Phone/Ext: (740) 732-2392

Morgan County Department of Job and Family Services

Heidi Burns, Director
155 E. Main St., Rm. 009,
McConnelsville, OH 43756
Phone/Ext: (740) 962-4616

Washington County Department of Job and Family Services

Flite Freimann, Director
1115 Gilman Ave.,
Marietta, OH 45750
Phone/Ext: (740) 373-5513

For more details, <https://www.omj15.com/> click on the county name for location, hours, directions and further link to partners in that county.

WIOA Overview

The Workforce Innovation and Opportunity Act (WIOA) was created to provide state and local areas the flexibility to collaborate across systems in an effort to better address the employment and skills needs of current employees, jobseekers, and employers. WIOA accomplishes this by prescribing:

1. A stronger alignment of the workforce, education, and economic development systems; and
2. Improving the structure and delivery in the system to assist America's workers in achieving a family-sustaining wage, while providing America's employers with the skilled workers they need to compete on a global level.

Operators by the nature of their position are at the center of local workforce system activities and will have a key role in supporting the regional and local strategic vision. The operator will work with WIOA-funded and other local system partners to ensure a seamless delivery of service to individual and business customers. Focused on customer service and successful outcomes for individuals and businesses, the operator provides guidance and coordinates the service delivery activities of local partners to ensure positive outcomes for customers.

Eligible Entities

Organizations or entities (public, private, or nonprofit) or consortium of entities, located in and provide services in the local area, which may include:

- An institution of higher education
- An employment service State agency established under the Wagner-Peyser Act
- A community-based organization, nonprofit organization, or intermediary
- A private, for-profit entity
- A government agency
- Another interested organization or entity capable of carrying out the duties of the operator. Examples of such entities include a local chamber of commerce or other

business organization, or a labor organization

If a consortium is comprised of one-stop partners, there must be at minimum, three (3) one-stop partners included.

Exception: Elementary schools and secondary schools shall not be eligible for designation or certification as one-stop operators, except that nontraditional public secondary schools and area career and technical education schools may be eligible for such designation or certification.

Eligible proposers must agree to adhere to WIOA legislation and regulations, federal Cost Principles and Uniform Guidance, state rules and policies, state and local WIOA plans, and any subsequent changes.

- A. The resulting contract with the successful bidder will be for a 12-month period, from July 1, 2024, to June 30, 2025.
- B. The Board reserves the right to make an award to any bidder or to make no awards if that is deemed to serve the best interests of the Board and Area 15. The proposal process is competitive and follows government procurement rules.
- C. This Request for Proposals is not in itself an offer of work nor does it commit the Board to fund any proposals submitted. The Board is not liable for any costs incurred in the preparation or research involved in the development of proposals.
- D. Successful bidders must negotiate the proposal before the Board will make any final commitment.
- E. All commitments made by the Board are contingent upon the availability of funds and the Board reserves the right to award an amount less than the total funds available for bid contained in this RFP.
- F. The Board assures that it will comply fully with the nondiscrimination and equal opportunity provisions of the following laws: Section 188 of the Workforce Innovation and Opportunity Act of 2014; Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; The Age Discrimination Act of 1975, as amended; and Title IX of the Education Amendments of 1972, as amended. The Board also assures that it will comply with any federal regulations implementing WIOA and the laws listed above. This assurance applies to the WIOA Title I financially assisted program or activity, and to all agreements that the Board makes to carry out the WIOA Title I financially assisted program or activity. This WIOA Title I funded program is an equal opportunity employer/program. Auxiliary aids and services will be made available upon request for individuals with disabilities.

- G. By submitting a bid all bidders are assuring that they will comply with the above nondiscrimination and equal opportunity provisions.
- H. Bidders should note that under the requirements of the Freedom of Information Act, the contents of your proposal or other information submitted to the Board is subject to public release upon request, except those items specifically exempt from disclosure. The bidder shall mark as "proprietary" those parts of its proposal that it deems proprietary. However, the bidder is alerted that this marking is advisory only and not binding on the Board. If there is a request from the public under F.O.I.A. to inspect any part of the proposal so marked, the Board will advise the bidder and request further justification in support of the "proprietary" marking. If the Board determines, after receipt of the justification, that the material is releasable, the bidder will be notified immediately. Under no circumstances will a proposal or any part of a proposal be released before the contract award decision.
- I. By submitting a proposal, the bidder certifies to his/her knowledge and belief that there is no conflict of interest (real or apparent) inherent in the bid or in delivering the scope of work if the Board awards a contract. A conflict of interest would arise if any individual involved in the preparation of this RFP, proposal review, and rating or award decisions has a financial or other interest in or represents the bidding organization and would be likely to gain financially or personally from the award of a contract. The same would hold for any member of the individual's family, partner, or organization employing or about to employ any of the above as a direct result of the successful award of a contract under the RFP. The Board reserves the right to disqualify a bid should a conflict of interest be discovered during the solicitation process.
- J. The successful bidder may have additional performance measures, aligned with the WDB vision and mission, put in place and expected to meet or exceed; in addition to the WIOA performance measures identified by DOL.
- K. The bidder assures that if awarded a contract by the Board, it will comply with Regional, State, and Federal programs and financial monitoring.
- L. Bidders are prohibited from contacting or discussing this RFP with the Area 15 board members.

Scope of Work of One Stop Operator:

OVER expects the One-Stop Operator to support the vision and mission of Area 15 WDB by implementing the following One-stop system duties in partnership with the Board:

- **Ensure that the one-stop centers are fully staffed and operational** in a clean, safe, readily available site for the customers.
- **Facilitate and ensure partners are informed and involved.** This includes cross-training for all four county partners at least annually. Additional meetings at the discretion of the partners.

- **Verify Personally Identified Information confidentiality** is understood by everyone working in the one-stop and verify each has signed a PII Policy that is maintained in that one-stop center or by the one-stop operator.
- **Ensure accessibility**, which includes adequate safe parking and center access for all customers, including the disabled. Accessibility requirements-including those under WIOA Section 188 and state EEO and ADA requirements will be met.
- **Ensure visibility**, which includes both business and job seeker customer awareness and outreach, which is critical to success. When developed, this will be a written outreach plan.
- **Standard Operating Procedures** are to be kept up-to-date and readily available for the one stop. All one-stop staff will be trained and adhere to the Standard Operating Procedures including the priority of service to veterans and eligible spouses policy of the area, which includes clearly posting this priority and usage of the questionnaire.
- **Referrals to partners** will be made appropriately and timely.
- **Maintain and renew the ODJFS One-stop certification:** organize and hold certification meetings, facilitate the completion of all resulting paperwork and maintain notes of meeting. Overview the feasibility/implementation of suggestions made by the committee. Submit to OVER in compliance with any state or WDB set timeframes. Area submission will be reviewed by OVER and submitted to state.
- **Conduct at least one physical budget meeting** for all four county one stop partners to discuss and agree to annual one-stop costs.
- **Prepare and submit a draft Memorandum Of Understanding (MOU)**, using any required state guidance for Workforce Development Board review and approval within sufficient time to meet state submission deadlines for a fully signed and executed MOU by the WDB.
- **Attend and present to the Workforce Development Board** on the operational performance of the four-county system, including relevant items identified above as relevant at that time.

According to WIOA, the One-Stop Operator **may not** perform any of the following duties:

- Convening system stakeholders to assist in the development of the Local Plan;
- Preparing and submitting Local Plans;
- Being responsible for oversight of itself;
- Managing or significantly participating in the competitive selection process for one-stop operators;
- Selecting or terminating one-stop operators, career services, and youth providers;
- Negotiating local performance accountability measures; and
- Developing and submitting the budget for activities of LWDB.

An entity serving as a one-stop operator, that also serves a different role within the one-stop delivery

system, may perform some or all of these functions when it is acting in its other role, if it has established sufficient firewalls and conflict of interest policies and procedures.

One-Stop Operator System Measurements

OVER intends to evaluate, but not reimburse, the OSO based on performance outcomes and outputs. OVER will work with the selected provider to finalize specific mutually agreed upon performance indicators for the OSO. Some examples of output indicators include:

- Number of multi-partner professional development activities
- Number of Partner meetings held annually (minimum of 10)
- Execution of MOU and IFA
- Increase in referrals (incoming and outgoing)
- Increase in co-enrollments with partners (e.g. Co-enrolled in Adult Education and WIOA Adult)
- Tracking of partner usage of the One-Stop System
- Successful One-Stop Certification

OVER strongly encourages respondents to propose indicators believed to be appropriate measures for determining system progress and effectiveness among partners and providers of the local talent development system.

Proposal Format Requirements

- I. Proposals must be received by 4:00 P.M. EST March 29th, 2024, Proposals received after that time and date will be rejected. All Proposals need to be in either Times New Roman or Arial, 11 or 12 pt font, page numbers to be on all pages except cover sheet.
- II. Submit your proposal in the following order:
 - Attachment A –Proposal Cover Sheet (to be completed and used as the cover page for the proposal).
 - Executive Summary
 - Proposal Narrative - **Coordination of Service Delivery Plan**
The proposal narrative should describe how the respondent plans to fulfill duties of the One- Stop Operator and optimize the goals of the one-stop system. Where relevant, please include a timeline, schedule of activities with services, and key dates for the plan.
Your response to the narrative section of the proposal is limited to no more than 30 pages. This page limitation is imposed for the sake of the reviewers of your proposal. This limitation does not include other sections of your proposal such as Attachments A, B, and C, and organizational charts. The Executive Summary will count toward the 30-page narrative limit.
 - Attachment B Non-Collusion Affidavit needs to be signed and submitted.
 - Attachment C Assurances and Certifications need to be signed and submitted.

Use this as a checklist to ensure the proper order. Failure to follow RFP instructions

could result in the rejection of your proposal.

- III. Written questions regarding this RFP may be submitted in writing by email. All questions will be responded to, compiled, and shared with all bidders. Questions will be accepted up to 4:00 PM, February 23rd, 2024. The questions and answers will be researched, compiled, and emailed on or before March 1st, 2024 to all bidders.
- IV. The Area 15 Workforce Board will review proposals. An award decision is expected by; with the contract beginning July 1, 2024.
- V. The proposal evaluation weights are specified in each section of the RFP. These weights are also listed below.

All proposers will be notified of the status and the selection. The final selection will initiate the contract development process.

30 Points – Demonstrated Ability – This category will evaluate the proposer's most recent 12 months of experience in providing similar services to those being sought, including the ability to attain, track, and report performance as required. This will include experience in collaboration, targeting of services, outcomes, staffing issues, and administration.

70 points – Coordination of Service Delivery – This category will evaluate how well the proposed program has been designed to provide the delivery of all required services, the extent of collaboration, service integration, plans for meeting the work experience 20 % minimum expenditure rate, plans for the development of employer relations, the feasibility of implementation, innovativeness, accessibility, access for persons with disabilities, hours of operation, plans for outreach/recruitment, relationship with schools, availability of technology, and its likelihood of obtaining the desired outcomes for youth.

- VI. Appeals/Complaints: Bidders have the right to appeal any action or decision related to this RFP. Appeals will be reviewed and investigated by the Area 15 Workforce Board. The decision of the Board in such situations shall be final.

Attachment A

PROPOSAL COVER SHEET

Organization's Legal Name		
Contact Person		
Address		
Telephone		
Cell		
Email		
Unique Identifier #		
Federal ID Number		
Number of years the potential bidder has been in business under the corporate / business structure submitting the response to this request for proposals		
Total number of clients to be served		

Check All Applicable Items Below:

For-Profit Corporation	
Not-for-profit Corporation	
Faith-Based Organization	
Partnership	
Educational Institution	
Business Association	
State Agency	
Other Public Agency (Specify)	
Labor Organization	
Community-Based Organization	
Other (Specify)	

Signature

Print Name & Title

Date

Attachment B

Non-Collusion Affidavit

State of Ohio

County of _____

The respondent is hereby giving oath that it has not, in any way, directly or indirectly, entered into any arrangement or agreement with any other respondent or with any officer or employee of the Area 15 Workforce Board whereby it has paid or will pay to such other respondent or officer or employee any sum of money or anything of real value whatever; and has not, directly or indirectly, entered into any arrangement or agreement with any other respondent or respondents which tends to or does lessen or destroy free competition in the letting of the agreement sought for by the attached response; that no inducement of any form or character other than that which appears on the face of the response will be suggested, offered, paid, or delivered to any person whomsoever to influence the acceptance of the said response or awarding of the agreement, nor has this respondent any agreement or understanding of any kind whatsoever, with any person whomsoever, to pay, deliver to, or share with any other person in any way or manner any of the proceeds of the agreement sought by this response.

Signature of Authorized Representative

Print or Type Name

Subscribed and sworn to me this day ____ day of _____

Notary Public

County of

Commission Expiration Date

Assurances and Certifications

The authorized representative agrees to comply with all applicable State and Federal laws and regulations governing the Workforce Innovation and Opportunity Act, Workforce Investment Boards, and any other applicable laws and regulations. The authorized representative certifies that the proposing organization possesses the legal authority to offer the attached proposal. A resolution, motion, or similar action has been duly adopted or passed as an official act of the organization's governing body authorizing the submission of this proposal.

In addition, the authorized representative assures, certifies, and understands that:

Workforce Innovation and Opportunity Act (WIOA) recipients are obligated to maintain the following assurance for the period during which WIOA Title I financial assistance is extended. Each request for proposal, proposal, and application for financial assistance under WIOA Title I shall contain the following assurances.

"As a condition to the award of financial assistance from the Department of Labor under Title I of WIOA, the recipient assures that it will comply fully with the nondiscrimination and equal opportunity provisions of the following laws:

Section 188 of the WIOA, prohibits discrimination against all individuals in the United States based on race, color, religion, sex, national origin, age, disability, political affiliation, or belief, and against beneficiaries based on either citizenship/status as a lawfully admitted immigrant authorized to work in the United States or participation in any WIOA Title I-financially assisted program or activity; Title VI of the Civil Rights Act of 1964, as amended, which prohibits discrimination on the bases of race, color or national origin; Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities; the Age Discrimination Act of 1975, as amended, which prohibits discrimination on the bases of age; and Title IX of the Education Amendments of 1972, as amended, which prohibits discrimination based on sex in educational programs."

The recipient also assures that it will comply with WIOA implementing regulations and all other regulations implementing the laws listed above. This assurance applies to the recipient's operation of the WIOA Title I-financially assisted program or activity, and to all agreements the recipient makes to carry out the WIOA Title I-financially assisted program or activity. The recipient understands that the United States has the right to seek judicial enforcement of this assurance.

Debarment, Suspension, and Other Responsibility Matters: This certification is required by the Federal Regulations, implementing Executive Order 12549, Government-wide Debarment and Suspension, for the Department of Agriculture (7 CFR Part 3017), Department of Labor (29 CFR Part 98), Department of Education (34 CFR Parts 85), Department of Health and Human Services (45 CFR Part 76).

The undersigned applicant certifies that neither it nor its principals:

- (1)** Are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency;
- (2)** Have not within three years preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or Local) transaction or contract under a public transaction, violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (3)** Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity with the commission of any of the offenses enumerated in Paragraph (2) of this section; and
- (4)** Have not within three years preceding this application had one or more public transactions terminated for cause or default.

<p>Nondiscrimination: The undersigned applicant certifies that it shall comply with the nondiscrimination provisions outlined in the WIOA of 2014 including Title I, Sec. 188.</p>

Conflict of Interest: The undersigned applicant certifies that:

- (1) No manager, employee or paid consultant of the Proposer is a member of the Board of Directors or an employee of the Board;
- (2) No manager or paid consultant of the Proposer is married to a member of the Board of Directors, or an employee of the Board;
- (3) No member of the Board of Directors, or an employee of the Board, owns or has any control in the Proposer's organization;
- (4) No spouse of a member of the Board of Directors, or employee of the Board receives compensation from Proposer for lobbying activities;
- (5) Proposer has disclosed within the proposal response any interest, fact, or circumstance which does or may present a potential conflict of interest;
- (6) Should Proposer fail to abide by the foregoing covenants and affirmations regarding conflict of interest, Proposer shall not be entitled to the recovery of any costs or expenses incurred concerning any contract with the Board and shall immediately refund the Board any fees or expenses that may have been paid under the contract and shall further be liable for any other costs incurred or damages sustained by the Board relating to that contract.

Lobbying: This certification is required by the Federal Regulations, Implementing Section 1352 of the Program Fraud and Civil Remedies Act, Title 31 U.S. Code for the Department of Agriculture (7 CFR Part 3018), Department of Labor (29 CFR Part 93), Department of Education (34 CFR Part 82), Department of Health and Human Services (45 CFR Part 93).

The undersigned applicant certifies that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence any officer or employee of Congress, or an employee of a Member of Congress, or locally elected officials.

(2) In connection with the awarding of any Federal grant, the making of any Federal loan, the entering into any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(3) If any funds, other than Federal appropriated funds, have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, any officer or employee of Congress, an employee of a Member of Congress, or locally elected officials in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit "Disclosure Form to Report Lobbying", in accordance with its instructions.

(4) The undersigned shall require that the language of this certification is included in the award for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and provide disclosure accordingly.

Drug-Free Workplace: This certification is required by the Federal Regulations, Implementing Section 5150-5160 of the Drug-Free Workplace Act, 41 U.S.C. 701; for the Department of Agriculture (7 CFR Part 3017), Department of Labor (29 CFR Part 98), Department of Education (34 CFR Part 85, 668 and 682), Department of Health and Human Services (45 CFR Part 76).

The undersigned applicant certifies that it shall provide a drug-free workplace by:

(a) Publishing a policy statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the consequences of any such action by an employee;

(b) Establishing an ongoing drug-free awareness program to inform employees of the dangers of drug abuse in the workplace, the Contractor's policy of maintaining a drug-free workplace, the availability of counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed on employees for drug abuse violations in the workplace;

(c) Providing each employee with a copy of the Contractor's policy statement;

(d) Notifying the employees in the Contractor's policy states that as a condition of employment under this contract, employees shall abide by the terms of the policy statement and notify the

Contractor in writing within five (5) days after any conviction for a violation by the employee of a criminal drug statute in the workplace;

(e) Notifying the Commission within ten (10) days of Contractor's receipt of a notice of a conviction of an employee; and,

(f) Taking appropriate personnel action against an employee for violating a criminal drug statute or requiring the such employee to participate in drug abuse assistance or a rehabilitation program.

These certifications are material representations of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction.

WIOA Sec. 184 (f): Discrimination Against Participants: -- If the Secretary determines that any recipient under WIOA Title I has discharged or in any other manner discriminate against a participant or any individual in connection with the administration of the program involved, or against any individual because such individual has filed any complaint or instituted or caused to be instituted any proceeding under or related to WIOA Title I, or has testified or is about to testify in any such proceeding or investigation under or related to WIOA Title I, or otherwise unlawfully denied to any individual a benefit to which that individual is entitled under the provision of WIOA Title I or the Secretary's regulations, the Secretary shall, within 30 days, take such action or order such corrective measures, as necessary, concerning the recipient or the aggrieved individual, or both.

WIOA Sec. 188 (a):

(1) Federal financial assistance. -- For the purpose of applying the prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.), on the basis of disability under section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), on the basis of sex under Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.), or based on race, color, or national origin under Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.), programs and activities funded or otherwise financially assisted in whole or in part under this Act are considered to be programs and activities receiving Federal financial assistance.

(2) Prohibition of discrimination regarding participation, benefits, and employment. -- No individual shall be excluded from participation in, denied the benefits of, subjected to discrimination under, or denied employment in the administration of or in connection with, any such program or activity because of race, color, religion, sex (except as otherwise permitted under Title IX of the Education Amendments of 1972), national origin, age, disability, or political affiliation or belief.

(3) Prohibition on assistance for facilities for sectarian instruction or religious worship. -- Participants shall not be employed under WIOA Title I to carry out the construction, operation, or maintenance of any part of any facility that is used or to be used for sectarian instruction or as a place for religious worship (except concerning the maintenance of a facility that is not primarily or

inherently devoted to sectarian instruction or religious worship, in a case in which the organization operating the facility is part of a program or activity providing service to participants).

(4) Prohibition on discrimination on basis of participant status. -- No person may discriminate against an individual who is a participant in a program or activity that receives funds under WIOA Title I, concerning the terms and conditions affecting, or rights provided to, the individual, solely because of the status of the individual as a participant.

(5) Prohibition on discrimination against certain non-citizens. -- Participation in programs and activities or receiving funds under WIOA Title I shall be available to citizens and nationals of the United States, lawfully admitted permanent resident aliens, refugees, and parolees, and other immigrants authorized by the Attorney General to work in the United States.

Section 188 (3) WIOA Title I funds may not be spent on the employment or training of participants in sectarian activities.

Further, the undersigned applicant certifies that it shall comply with the provisions outlined by the U.S. Department of Health and Human Services (45 CFR 80 and 84).

With regard to Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), the provider agrees to comply with the implementing regulations that require that each program of training services, when funded in all or part with federal funds, shall be accessible to qualified individuals with disabilities. The provider further agrees to meet all applicable requirements regarding facility access.

By signing, the applicant certifies that it will comply with all other regulations implementing the laws cited above. This assurance applies to the applicant's operation of the WIOA Title I - financially assisted program or activity, and all agreements, the applicant makes to carry out the WIOA Title I - financially assisted program or activity. The applicant understands that the United States, Ohio Department of Job and Family Services, and the Board have the right to seek judicial enforcement of this assurance.

Documentation of Financial Stability: The undersigned applicant certifies that it shall comply with the Ohio Department of Job and Family Services concerning providing documentation of financial stability. As part of their local application requirements, the Board is to specify its local protocol for documentation and submission requirements.

Reporting Requirements: The undersigned applicant certifies that it shall comply with the provisions of Sec. 122 of the Workforce Innovation Act of 2014 and the reporting and procedural requirements issued by the Ohio Department of Jobs and Family Services. Where the prospective recipient of federal assistance funds is unable to certify any of the statements in this certification, the prospective recipient shall attach an explanation to this certification. The undersigned Authorized Representative of the applicant herein certifies that the statements above pertaining to Debarment, Suspension, and Other Responsibility Matters; Nondiscrimination; Conflict of Interest; Education Standards and Procedures; Documentation of Financial Stability and Reporting

Requirements are true and correct as of the date of submission. This does not preclude the Board from requiring additional assurances as part of the local application requirements. Further, the Authorized Representative acknowledges that if the information given to the Board by the applicant causes harm to a third party, then the applicant will be held liable for any Board action resulting from reliance on that information.

The applicant must notify the Board in writing if the authorized signatory changes.

Certified by:

Signature of Authorized Official	Title	Date
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Typed/Printed Name and Title of Signatory

Name of Organization