

ONE-STOP SYSTEM REVIEW

Background

LWIB: _____

One Stop Contact: _____

Review Dates: _____ to _____

Monitor(s): _____

Memorandum(s) of Understanding (Staff Interviewed: _____)

1. Obtain a copy of the MOU(s) negotiated between the LWIB and the One Stop Center Partners.

2. Is there a single MOU for the local area or are there separate MOUs between the LWIB and the partners? _____SINGLE _____MULTIPLE

3. Are the following required partners identified? (Y/N)
 - ___ WIA Title I Adult Programs
 - ___ WIA Title I Dislocated Worker Programs
 - ___ WIA Title I Youth Programs
 - ___ Job Corps
 - ___ Native Americans
 - ___ Migrant and Seasonal Farm Workers
 - ___ Veterans
 - ___ Wagner-Peyser Act Programs
 - ___ Adult Education and Literacy
 - ___ Vocational Rehabilitation
 - ___ Welfare-to-Work
 - ___ Senior Community Service Employment Program
 - ___ Carl D. Perkins Act vocational activities
 - ___ TAA and NAFTA TAA activities
 - ___ Community Service Block Grant employment and training activities
 - ___ Housing and Urban Development employment and training activities

4. Are other entities serving as additional One-Stop Center partners?
___ YES _____NO
If YES, list:

5. Are services to be provided discussed in the MOU(s)? ____ YES ____ NO
6. Are funding and operating costs discussed in the MOU(s)? ____ YES ____ NO

Cost Allocation Plan(s) (Staff Interviewed: _____)

1. Does the MOU(s) contain a cost allocation plan? ____ YES ____ NO
If YES, Have there been any modifications to the approved cost allocation plans contained in the MOU(s)? ____ YES ____ NO
If YES, describe:
List the reasons(s) for the modifications:

Referrals / Integration of Services (Staff Interviewed: _____)

1. Obtain documentation regarding the referral process, and review the referral process with LWIB / One-Stop Staff.
2. What are the methods of referral between the One-Stop center operator and partners?
3. How are referrals documented?
4. Describe actions taken by the LWIB and One-Stop partners to promote true integration of services and remove “silos” from the One-Stop setting (such as staff cross-training, use of common letterhead or forms, common ways of answering the telephone, etc.):

Other Information (Staff Interviewed: _____)

1. What mechanism is in place to resolve an impasse between partners?
2. Have there been barriers to the implementation of the MOU(s)?
 YES NO
If YES, explain:
How have barriers been resolved?
3. Are there any additions/deletions of services captured in the MOU(s) compared to the services currently being offered through the One-Stop Center?
 YES NO
If YES, explain:
4. Are there any partners not identified in the MOU providing core services?
 YES NO
If YES, list the partners and services they are providing: _____

Issues: _____

Reference: WIA §121, 20 CFR §667.230, 662.200, 662.230, 662.250, 662.270,
662.300, 662.310