



## **Combined Strategic Workforce Development Plan**

### **Title I Program Specific Requirements**

**2024-2027**

## Guam PYs 2024-2027

### Program-specific Requirements for Adult, Dislocated Worker, and Youth Activities under Title I-B

The Unified or Combined State Plan must include the following with respect to activities carried out under subtitle B—

#### a. General Requirements

##### 1. Regions and Local Workforce Development Areas

###### A. Identify the regions and the local workforce development areas designated in the State

The Governor of Guam in consultation with the Guam Workforce Development Board in accordance with Section 106(d)(1) has designated Guam as a single state workforce development area.

B. Describe the process and policy used for designating local areas, including procedures for determining whether the local area met the criteria for “performed successfully” and “sustained fiscal integrity” in accordance with 106(b)(2) and (3) of WIOA. Describe the process used for identifying regions and planning regions under section 106(a) of WIOA. This must include a description of how the State consulted with the local boards and chief elected officials in identifying the regions

The Governor of Guam has designated Guam as a single workforce development area with no identified regions considering its size and workforce population characteristics.

C. Provide the appeals process and policy referred to in section 106(b)(5) of WIOA relating to designation of local areas

Guam is designated as a single state workforce development area in accordance with Section 105(d)(1).

D. Provide the appeals process and policy referred to in section 121(h)(2)(E) of WIOA relating to determinations for infrastructure funding

As a single workforce development area, Guam has one comprehensive One-Stop Center - American Job Center. Infrastructure costs for the One-Stop are determined based on proportionate use of the system and relative to the benefit received, consistent with Office of Management and Budget (OMB) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in 2 CFR part 200, including determining funding for the costs of infrastructure. Currently Programs collocated at the American Job Center are USDOL ETA - Wagner-Peyser, WIOA Youth, Adult and DW/NDWG, Jobs for Veterans State Grant, Senior Community Service Employment Program and the HHS SNAP/ETP Program.

##### 2. Statewide Activities

A. Provide State policies or guidance for the statewide workforce development system and for use of State funds for workforce investment activities

Guam utilizes the Governor’s Discretionary funds to develop and fund training programs that align with the state’s vision. In 2022, the Guam Department of Labor in partnership with the Guam Community College launched the Bus Driver Bootcamp for the Department of Public Works who will be losing employees as a result of retirement. In 2023, Bus Driver Bootcamp II and III was launched and completion ceremonies are scheduled for Spring of 2024.

In addition, initiatives, policies and guidance to enhance the workforce development system are aligned with the Governor's Guam Green Growth Vision 3-5 Year SMART Objectives.

B. Describe how the State intends to use Governor's set aside funding for mandatory and discretionary activities, including how the State will conduct evaluations of Title I Adult, Dislocated Worker, and Youth activities.

Guam will utilize the WIOA's Governor's Discretionary funds to develop initiatives that provide new service delivery strategies that target specific populations that align with WIOA's direction by providing services that assist job seekers understand the labor market information, access to education, training, supportive services and employment opportunities while providing businesses the ability to match skilled workers to meet their needs.

In addition, and as required by § 682.200(d), funds reserved by the Governor will conduct evaluations with an analysis of customer feedback and outcomes.

C. Describe how the State will utilize Rapid Response funds to respond to layoffs and plant closings and coordinate services to quickly aid companies and their affected workers. States also should describe any layoff aversion strategies they have implemented to address at risk companies and workers.

Guam reserves 20 percent of its Dislocated Worker Funding to carry out statewide Rapid Response Activities. The American Job Center Business Service Unit will have a coordinated, comprehensive, and proactive approach when communicating with businesses impacted by potential layoffs.

Rapid Response activities include, but are not limited to:

Informational and direct re-employment services for workers, information on and referral to career services, re-employment-focused workshops and services, and training;

Delivery of solutions to address the needs of businesses to transition, provided across the business lifecycle (expansion and contraction), including comprehensive business engagement and layoff aversion strategies and activities designed to prevent or minimize the duration of unemployment;

Facilitating connections, networks and partners to ensure the ability to provide assistance to dislocated workers and their families such as home heating assistance, legal aid, and financial advice

D. Describe the State policies and procedures to provide Rapid Responses in cases of natural disasters including coordination with FEMA and other entities.

In the event of a natural disaster, Rapid Response is coordinated with appropriate federal, state, and local agencies to ensure impacted communities, first responders, businesses and workers receive the support and services needed. Each response is tailored to the unique characteristics of the event. Coordination with local, state, and federal emergency management agencies is necessary to ensure robust and non-duplication of services.

Depending on the type of event, the Rapid Response coordinator will work with the Joint Information Center, which includes all local government of Guam agencies, Federal Emergency Management Agency (FEMA), and local community partners to develop a response. In cases of a FEMA-declared disaster, the Rapid Response coordinator assesses the need and makes recommendations for application of a National Dislocated Worker Grant to support temporary jobs for clean-up and recovery efforts, humanitarian assistance for disaster victims, or training

and support for workers who lost their jobs due to the disaster. Formal Rapid Response meetings may be held for groups of impacted individuals and/or information provided at a booth or table set up in the community to answer questions and provide information on and referrals to unemployment insurance, disaster unemployment insurance, temporary jobs, public assistance, community-based resources, small business development centers, and job center services.

E. Describe how the State provides early intervention (e.g., Rapid Response) and ensures the provision of appropriate career services to worker groups on whose behalf a Trade Adjustment Assistance (TAA) petition has been filed. (Section 134(a)(2)(A) and TAA Section 221(a)(2)(A) .) This description must include how the State disseminates benefit information to provide workers in the groups identified in the TAA petitions with an accurate understanding of the provision of TAA benefits and services in such a way that they are transparent to the dislocated worker applying for them (Trade Act Sec. 221(a)(2)(A) and Sec. 225; Governor-Secretary Agreement). Describe how the State will use funds that have been reserved for Rapid Response to provide services for every worker group that files a TAA petition and how the state will ensure the provision of appropriate career service to workers in the groups identified in the petition (TAA Sec. 221(a)(2)(A)).NOTE: until the TAA PROGRAM is reauthorized, the requirements to provide rapid response and appropriate career services to worker groups on whose behalf a petition has been filed is not applicable.

#### Guam does not administer the Trade Adjustment Assistance program

#### b. Adult and Dislocated Workers Program Requirements

##### 1. Work-Based Training Models

If the State is utilizing work-based training models (e.g. on-the-job training, incumbent worker training, transitional jobs, and customized training) as part of its training strategy and these strategies are not already discussed in other sections of the plan, describe the State's strategies for how these models ensure high quality training for both the participant and the employer.

Guam utilizes transitional jobs and on-the-job training models. Guam's current population that we serve at the American Job Center, either have limited work experience to no work experience. Utilizing the transitional job model for our participants allows the employer to invest in the right candidate who may lack the work experience by providing their time to train those who have the drive to work.

##### 2. Registered Apprenticeship

Describe how the State will incorporate Registered Apprenticeship into its strategy for service design and delivery (e.g., outreach to sponsors and prospective sponsors, identifying potential participants and connecting them to apprenticeship opportunities).

The State Apprenticeship Agency is currently collocated at the American Job Center giving opportunity for both job seekers and employers to take advantage of the services provided by the AJC. The State Apprenticeship Agency will develop workforce system alignment with the Guam Community College and the Guam Department of Education to incorporate pre-apprenticeship and apprenticeship participation with programs that lead from high school and post-high school career technical education (CTE) programs to apprenticeship programs. This partnership will target in-school youth who are enrolled in WIOA youth programs and leverage resources with WIOA Youth Funds. Based on their assessments tests, high school seniors enrolled in the program and have yet to attain the credits needed to graduate from high school will be placed into training programs within the fields of Allied Health, Construction, Hospitality

and Telecommunications. Students will receive vocational training and acquire practical knowledge through on-the-job training as identified below in Diagram A – Learning Continuum - Apprenticeship. Pre-Apprenticeship Programs will be expanded to include participants in the public assistance programs, individuals with disabilities, and other underrepresented populations on the island.

Immediate Action Items developed between the AJC and the State Apprenticeship Agency:

The State Apprenticeship Agency will work with the American Job Center Youth Programs to facilitate pipelines into pre-apprenticeship programs.

The State Apprenticeship Agency will work with the American Job Center Business Service Unit to facilitate discussions with businesses to participate as a sponsor in pre-apprenticeship programs.

The State Apprenticeship Agency will develop with mandated WIOA partners a Memorandum of Understanding that supports leveraging resources among federal and local funds to support pre-apprenticeship programs.

The State Apprenticeship Agency will work with Guam Department of Education high school counselors and Guam Community College Career Technical Education (CTE) Counselors to develop assessments for incoming high school seniors participating in the WIOA In-School Youth Year-Round Program to determine the suitability of candidates for registered apprenticeship.

### 3. Training Provider Eligibility Procedure

Provide the procedure, eligibility criteria, and information requirements for determining training provider initial and continued eligibility, including Registered Apprenticeship programs (WIOA Section 122).

### **ELIGIBLE TRAINING PROVIDER PROGRAM**

WIOA training provider requirements increase accountability and transparency through reporting, review and performance outcomes. WIOA requires the Guam Department of Labor on behalf of the Governor and in consultation with the Guam Workforce Development Board (GWDB), to establish criteria and procedures regarding the eligibility of training providers to receive WIOA Title I funds. WIOA Title I training funds are for the provision of training services directed towards high demand occupations and training programs allowing WIOA Title I participants to earn a credential within two years after beginning their studies. The board adopted Resolution 2019-001 on September 18, 2019 and included Registered Apprenticeship sponsors. On November 17, 2021 the GWDB further adopted Resolution 2021-001 for the ETPL and Registered Apprenticeship sponsors for PYs 2021 and 2022 to be renewed on July 1, 2023.

#### Eligible Training Provider List (ETPL)

The Guam ETPL is a list compiled of eligible training providers who are recognized and certified to provide technical training services with the WIOA programs and eligible to receive WIOA funds to train individuals.

The list is used to provide quality training services for workforce development. At the time, the board was known as the Guam Workforce Investment Board (GWIB) when Resolution 13-002 was adopted for Guam's Eligible Training Provider process. Pursuant to Resolution 13-002, the ETPL is designed to gather and display useful information on Training Providers, their services,

and the quality of their programs. Only those on the list and programs that meet specified quality criteria will be certified by the board and listed on the ETPL.

Providers of training services are required to be on the Eligible Training Provider List (ETPL) in order to receive WIOA Title I Adult, Dislocated Worker and Youth funding (Out-of-School). Training services are funded through Individual Training Account (ITAs). The Eligible Training Provider program's purpose is to provide instruction, guidance and establish criteria and procedures for organizations wishing to provide training services and receive funding under the Workforce Innovation and Opportunity Act of 2014 (WIOA). It is primarily for determining training program eligibility for WIOA Title 1 Individual Training Accounts (ITAs) and Guam's training programs with WIOA.

The ETPL is funded through Individual Training Accounts (ITAs). ITAs are one training option available to eligible and appropriate participants when it is determined by a case manager at the American Job Center (AJC). An ITA is limited in cost and duration, and results in employment leading to economic self-sufficiency or wages comparable to or higher wages than from previous employment.

ITAs are allowed for out-of-school youth ages 18-24 (out-of-school youth ages 16-17 are not eligible for ITAs) per WIOA Section 129(c)(2)(D) and 20 CFR 681.550. ITAs are not entitlements and shall be provided to eligible participants on the basis of an individualized assessment of the person's job readiness, employment and training needs, financial, social and supportive needs, labor market demand and potential for successful completion, as documented on the participant's Individual Employment Plan (IEP). Participants choose career training with Eligible Training Providers in consultation with Case Managers.

The GDOL is responsible for:

Identifying high demand occupations eligible for WIOA Title I Occupational Skills Training funds based on the Labor Market Information (LMI).

Developing, maintaining and disseminating of the official list of training providers and training programs to the public.

Ensuring sufficient numbers of training providers have the expertise to assist individuals with disabilities, are available to assist adults in need of adult education and literacy activities.

Eligible training providers allowed to receive ITAs are included in the following three categories:

**Category 1:** An institution of higher education with a program resulting in a recognized post-secondary credential.

**Category 2:** An entity with programs registered under the National Apprenticeship Act passed in 1937. Registered Apprenticeship programs will be included on the Eligible Training Provider List for Adult and Dislocated Worker programs.

**Category 3:** A public or private provider of a training service program, including labor-management organizations and eligible providers of adult education and literacy activities under Title II, if such activities are provided in combination with occupational skills training.

**ITA funding for training is limited to participants who:**

Complete an assessment and an IEP that identifies the selected training course;

Are unable to obtain grant assistance from other sources to pay the costs of training or require assistance beyond available grant resources from other sources, such as Pell Grants in order to complete their training goals;

Select training programs that are directly linked to an in-demand industry sector or occupation or sectors that have a high potential of sustained demand or growth in the local area; and

Maintain satisfactory progress/grades throughout the training program

Eligible WIOA Title I participants in need of training services to enhance their job readiness or career pathway are referred to the ETPL and may access programs, including Registered Apprenticeship programs. Guidance by U.S. DOL ETA provided WIOA Title I Training Provider Eligibility Transition under TEGL 41-14 dated June 26, 2015. TEGL 8-19 dated January 2, 2020 from ETA provided guidance which replaces TEGL 41-14 and the subsequent TEGL 41-14, Change 1. The GWIB is now known as the Guam Workforce Development Board (GWDB) and continues to provide services to our island as policies and WIOA final rules were developed by U.S. DOL ETA.

WIOA provides funding for various types of training available at the AJC. The board adopted GWDB Resolution 2017-007 and Guam has since keeps updating the ETPL which currently has fifteen (15) training providers on the ETPL including Registered Apprenticeship Program Sponsors and Registered Apprenticeship Workforce Intermediaries as approved by Guam's State Apprenticeship Agency.

The department continues to provide training under WIOA and provides the following types of participant training through guidance under TEGL 8-19. The following services are provided to eligible participants:

Occupational skills training - to include hands-in training, non-traditional

On-the-Job Training

Incumbent Worker Training (IWT)

Work-based training

Upskilling/Reskilling

Labor clinics (opportunities provided for entrepreneurs)

Job readiness

Adult Education in partnership with GCC, core partner with AJC

The Guam State Apprenticeship Office at the GDOL American Job Center (AJC) works in conjunction with the island's industry partners, e.g., Guam Contractors Association, Guam Hotel and Restaurant Association, automotive companies, telecommunication companies, ship repair facilities, and allied health. They collaborate to identify positions needing apprenticeship training. Training will be coordinated with AJC partners, such as the Guam Community College, the University of Guam, and the GCA Trades Academy.

The Guam ETPL is a list compiled eligible training providers who are recognized and certified to provide technical training services with the WIOA programs and eligible to receive WIOA funds to train individuals. Eligible WIOA Title I participants in need of training services to enhance their job readiness or career pathway are referred to the ETPL and may access programs,

including Registered Apprenticeship programs. Guidance by U.S. DOL ETA provided WIOA Title I Training Provider Eligibility under TEGL 8-19.

The GWDB continues to provide services to our island as policies and WIOA final rules were developed by U.S. DOL ETA and the department

Identifying high demand occupations eligible for WIOA Title I Occupational Skills Training funds based on the Labor Market Information.

Developing, maintaining and disseminating of the official list of training providers and training programs to the public.

Ensuring sufficient numbers of training providers have the expertise to assist individuals with disabilities, are available to assist adults in need of adult education and literacy activities.

### **Registered Apprenticeship Programs:**

Registered Apprenticeship and pre-apprenticeship programs and initiatives have and will remain to be continued strategies for Guam. The models, by design, incorporate both theory and experiential learning that business and industry often request, and simultaneously create career pathways for participants. The Registered Apprenticeship model leads to a nationally recognized industry credential that is both portable and stackable. Strategies to incorporate Registered Apprenticeship and pre-apprenticeship are project specific, to allow Guam and its business partners to build specific solutions to identified needs and incorporate promising practices gleaned from previous projects. Guam continues to work on strategies and investments in work-based learning opportunities including Pre-apprenticeship, and Registered Apprenticeship programs.

The State Apprenticeship Agency will provide a list of eligible Sponsors of Registered Apprenticeship and on-going recruitment efforts and will be incorporated into the Eligible Training Provider Listing once approved by the State Apprenticeship Agency of Guam.

4. Describe how the State will implement and monitor for the Adult Priority of Service requirement in WIOA section 134 (c)(3)(E) that requires American Job Center staff, when using WIOA Adult program funds to provide individualized career services and training services, to give priority of service to recipients of public assistance, low-income individuals, and individuals who are basic skills deficient (including English language learners).

### **Priority of Service Requirement**

As stated in the WIOA Section 134(c)(3)(E), with respect to individualized career services and training services funded with WIOA Adult funds, priority of service must be given to recipients of public assistance, other low-income individuals, or individuals who are basic skills deficient (including English Language Learners). The America's Job Center (AJC) staff must prioritize services to these populations at all times, regardless of the amount of funds available to provide services.

Priority of service status is established at the time of eligibility determination and does not change during the period of participation. The priority of service requirement does not apply to the WIOA Dislocated Worker program.

Veterans and eligible spouses continue to receive priority of service among all eligible individuals; however, they must meet the WIOA Adult program eligibility criteria and meet the criteria under WIOA Section 134(c)(3)(E). As described in TEGL 19-16, when programs are



statutorily required to provide priority, such as the WIOA Adult program, then priority must be provided in the following order:

Veterans and eligible spouses who are also recipients of public assistance, other low-income individuals, or individuals who are basic skills deficient.

Individuals who are the recipient of public assistance, other low-income individuals, or individuals who are basic skills deficient.

Veterans and eligible spouses who are not included in WIOA's priority groups.

Priority populations established by the Governor and/or Local Workforce Development Board (Local Board).

Other individuals not included in WIOA's priority groups. [Reference – TEGL 19-16 (PDF)]

### Basic Career and Training Services

Under WIOA, career services category includes basic career services, individualized career services, and follow-up services. Basic career services are not subject to the priority of service requirement. However, individualized career services and training services are subject to the requirement (Title 20 CFR WIOA Final Rule Section 680.600).

### Basic Career Services

Basic career services must be made available to all individuals seeking services offered by the one-stop delivery system, and include the following:

Determinations of whether the individual is eligible to receive assistance from the Adult, Dislocated Worker, or Youth programs.

Outreach, intake (including identification through the state's Worker Profiling and Reemployment Services system of unemployment insurance (UI) claimants likely to exhaust benefits), and orientation to information and other services available through the one-stop delivery system.

Initial assessment of skill levels including literacy, numeracy, and English language proficiency, as well as aptitudes, abilities (including skills gaps), and supportive service needs.

Labor exchange services, including the following:

Job search and placement assistance, and, when needed by an individual, career counseling, including the following:

Provision of information on in-demand industry sectors and occupations [as defined in WIOA Section 3(23)].

Provision of information on nontraditional employment [as defined in WIOA Section 3(37)].

Provision of referrals to and coordination of activities with other programs and services, including those within the one-stop delivery system and, when appropriate, other workforce development programs.

Provision of workforce and labor market employment statistics information, including the provision of accurate information relating to local, regional, and national labor market areas, including the following:

Job vacancy listings in labor market areas.

Information on job skills necessary to obtain the vacant jobs listed.

Information relating to local occupations in demand and the earnings, skill requirements, and opportunities for advancement for those jobs.

Provision of performance information and program cost information on eligible providers of training services by program and type of providers.

Provision of information about how the Local Area is performing on local performance accountability measures, as well as any additional performance information relating to the area's one-stop delivery system.

Provision of information relating to the availability of supportive services or assistance, and appropriate referrals to those services and assistance, including (1) child care, (2) child support, (3) medical or child health assistance available through the state's Medicaid program and Children's Health Insurance Program, (4) benefits under the SNAP, (5) assistance through the earned income tax credit, (6) housing counseling and assistance services sponsored through the US Department of Housing and Urban Development, (7) and assistance under a state TANF program, and other supportive services and transportation provided through that program.

Assistance in establishing eligibility for programs of financial aid assistance for training and education programs not provided under WIOA.

Provision of information and assistance regarding filing claims under UI programs, including meaningful assistance to individuals seeking assistance in filing a claim:

Meaningful assistance means providing assistance as follows:

On-site using staff who are properly trained in UI claims, filing, and/or the acceptance of information necessary to file a claim (note that, staff providing UI assistance may be UI, Wagner-Peyser, or other AJC partner staff members who have been properly trained to provide this type of assistance and service. Note that, questions, advice, or decisions that could affect a claimant's eligibility should only be handled by UI program staff).

By phone or via other technology, as long as the assistance is provided by trained and available staff and within a reasonable time.

The costs associated in providing meaningful assistance may be paid for by the state's UI program, the WIOA Adult or Dislocated Worker programs, the Wagner-Peyser employment service, or some combination of these funding sources.

### **Individualized Career Services**

Individualized career services are subject to priority of service, and consist of the following:

Comprehensive and specialized assessments of the skill levels and service needs of adults and dislocated workers, which may include the following:

Diagnostic testing and use of other assessment tools.

In-depth interviewing and evaluation to identify employment barriers and appropriate employment goals.

Development of an individual employment plan, to identify the employment goals, appropriate achievement objectives, and appropriate combination of services for the participant to achieve his or her employment goals, including the list of, and information about, eligible training providers.

Group and/or individual counseling and mentoring.

Career planning (e.g. case management).

Short-term pre-vocational services, including development of learning skills, communication skills, interviewing skills, punctuality, personal maintenance skills, and professional conduct to prepare individuals for unsubsidized employment or training, in some instances pre-apprenticeship programs may be considered as short-term pre-vocational services.

Internships and work experiences that are linked to careers.

Workforce preparation activities that help an individual acquire a combination of basic academic skills, critical thinking skills, digital literacy skills, and self-management skills, including competencies in utilizing resources, using information, working with others, understanding systems, and obtaining skills necessary for successful transition into and completion of postsecondary education, or training, or employment.

Financial literacy services.

Out-of-area job search assistance and relocation assistance.

English language acquisition and integrated education and training programs.

### ***Training Services***

Training services are subject to priority of service, and consist of the following:

Occupational skills training, including training for nontraditional employment.

On-the-job training.

Incumbent worker training.

Programs that combine workplace training with related instruction, which may include cooperative education programs.

Training programs operated by the private sector.

Skill upgrading and retraining.

Entrepreneurial training.

Transitional jobs.

Job readiness training provided in combination with another training service.

Adult education and literacy activities, including activities of English language acquisition and integrated education and training programs, provided concurrently or in combination with another training service.

Customized training conducted with a commitment by an employer or group of employers to employ an individual upon successful completion of the training.

For AJC staff who enter participant data into HireGuam, these program services are tracked in the HireGuam system through the use of HireGuam activity codes. For a detailed list of services and activity type, refer to HireGuam Activity Codes.

5. Describe the State's criteria regarding local area transfer of funds between the adult and dislocated worker programs

The Governor of Guam in consultation with the Guam Workforce Development Board in accordance with Section 106(d)(1) has designated Guam as a single state workforce development area. In PY2023, the Consolidated Appropriations Act, 2023 PL 117-328) provided outlying areas the opportunity to receive a consolidated grant for Workforce Innovation and Opportunity Act (WIOA) Title I, Adult, Youth and Dislocated Worker funds and use those funds interchangeably between programs or activities. This allowed Guam to streamline service delivery and enhance program integration for WIOA customers.

6. Describe the State's policy on WIOA and TAA co-enrollment and whether and how often this policy is disseminated to the local workforce development boards and required one-stop partners. Trade Act Sec. 239(f), Sec. 235, 20 CFR 618.325, 20 CFR 618.824(a)(3)(i).

Guam does not have a Trade Adjustment Act Program

7. Describe the State's formal strategy to ensure that WIOA and TAA co-enrolled participants receive necessary funded benefits and services. Trade Act Sec. 239(f), Sec. 235, 20 CFR 618.816(c)

Guam does not have a Trade Adjustment Act Program

8. Describe the State's process for familiarizing one-stop staff with the TAA program. 20 CFR 618.804(j), 20 CFR 618.305

Guam does not have a Trade Adjustment Act Program

c. Youth Program Requirements.

With respect to youth workforce investment activities authorized in section 129 of WIOA, States should describe their strategies that will support the implementation of youth activities under WIOA. State's must-

1. Identify the State-developed criteria to be used by local boards in awarding grants or contracts for youth workforce investment activities and describe how the local boards will take into consideration the ability of the providers to meet performance accountability measures based on primary indicators of performance for the youth program as described in section 116(b)(2)(A)(ii) of WIOA.<sup>11</sup> Further, include a description of how the State assists local areas in determining whether to contract for services or to provide some or all of the program elements directly.

Guam is designated as a single state workforce development area in accordance with Section 105(d)(1). The administrative entity of WIOA Title I funds, the Guam Department of Labor will work with the Guam Workforce Development Board to invest WIOA youth funds in programs that align with the State Plan and promote youth development with a focus on employment and post-secondary outcomes.

2. Explain how the State assists local workforce boards in achieving equitable results for out-of-school and in-school youth. Describe promising practices or partnership models that local areas are implementing and the state's role in supporting and scaling those models within the state for both in-school and out-of-school youth.

In 2023, the Guam Department of Labor launched its inaugural Year-Round In-School Youth Program enrolling between 80 to 100 high school juniors and seniors per school break session

for paid work-based orientation training to prepare them for a six-week paid summer internship with a partner private-sector employer. GDOL partners with the Guam Department of Education to ensure students receive School-to-Work credit that goes toward their high school graduation requirements and provides valuable real-world experience toward apprenticeship and internship. The program has seen so much success that several students have been hired directly by the employers at the completion of their internship.

The success of the Year-Round In-School Youth Program has also generated interest from the Hotel and Restaurant and Automotive Industries. The State Apprenticeship Agency is in its final stages of establishing a Youth Apprenticeship Program with two major hotels with youth apprentices already registered and standards for the program already approved. Automotive industry employers have also expressed interest in establishing a Youth Apprenticeship program within the industry to build capacity within their workforce.

While the growth of apprenticeship and pre-apprenticeship programs has yielded considerable success in the past five years, there remains ample room for opportunity. The State Apprenticeship Agency will encourage greater employer engagement and apprentice participation that will result in a more skilled workforce and bolster economic growth.

3. Describe how the State assists local workforce boards in implementing innovative models for delivering youth workforce investment activities, including effective ways local workforce boards can make available the 14 program elements described in WIOA section 129(c)(2); and explain how local areas can ensure work experience, including quality pre-apprenticeship and registered apprenticeship, is prioritized as a key element within a broader career pathways strategy.

Guam is a designated single state, Guam's latest restructured youth program "In-School-Youth Year-Round Program" model has generated interest from multiple industry sectors such as the Hotel and Restaurant and Automotive Industries. Guam in partnership with the State Apprenticeship Agency is in its final stages of establishing a Youth Apprenticeship Program with two major hotels with youth apprentices already registered and standards for the program already approved. Automotive industry employers have also expressed interest in establishing a Youth Apprenticeship program within the industry to build capacity within their workforce. The youth apprenticeship model touches multiple youth program elements such as Tutoring, Paid Work Experiences, Occupational Skills Training, Education offered concurrently with workforce preparation and training, leadership development opportunities to name a few.

4. Provide the language contained in the State policy for "requiring additional assistance to enter or complete an educational program, or to secure and hold employment" criterion for out-of-school youth specified in WIOA section 129(a)(1)(B)(iii)(VIII) and for "requiring additional assistance to complete an education program, or to secure and hold employment" criterion for in-school youth specified in WIOA section 129(a)(1)(C)(iv)(VII). If the state does not have a policy, describe how the state will ensure that local areas will have a policy for these criteria.

The Guam Workforce Development Board is proposing the following possible definitions/criteria for "requiring additional assistance to enter or complete an education program, or to secure and hold employment", and is reserved under policy number AJC-018 for distribution.

Definitions/criteria:

- Have repeated at least one secondary grade level or are one year over age for grade.
- Have a core grade point average (GPA) of less than 1.5.

- For each year of secondary education, are at least two semester credits behind the rate required to graduate from high school.
- Are emancipated youth.
- Have aged out of foster care.
- Are previous dropouts or have been suspended five or more times or have been expelled.
- Have received court/agency referrals mandating school attendance.
- Are deemed at risk of dropping out of school by a school official.
- Have been referred to or are being treated by an agency for a substance abuse related problem.
- Have experienced recent traumatic events, are victims of abuse, or reside in an abusive environment as documented by a school official or other qualified professional.
- Have serious emotional, medical or psychological problems as documented by a qualified professional.
- Have never held a job (applies to older youth).
- Have been fired from a job within the twelve months prior to application (applies to OS youth).
- Have never held a full-time job for more than thirteen consecutive weeks (applies to OS youth).

#### d. Single-area State Requirements

In States where there is only one local workforce investment area, the governor serves as both the State and local chief elected official. In such cases, the State must submit any information required in the local plan (WIOA section 106(d)(2)). States with a single workforce area must include—

1. Any comments from the public comment period that represent disagreement with the Plan. (WIOA section 108(d)(3).)
2. The entity responsible for the disbursement of grant funds, as determined by the governor, if different from that for the State. (WIOA section 108(b)(15).)
3. A description of the type and availability of WIOA title I Youth activities and successful models, including for youth with disabilities. (WIOA section 108(b)(9).)

#### **1. Any comments from the public comment period that represent disagreement with the Plan (WIOA section 108(d)(3)).**

Public Comments will be incorporated after the public comment period.

#### **2. The entity responsible for the disbursement of grant funds, as determined by the governor, if different from that for the State. (WIOA section 108(b)(15).)**

The Guam Department of Labor is the designated entity responsible for the disbursement of WIOA Title I funds

#### **3. A description of the type and availability of WIOA title I Youth activities and successful models, including for youth with disabilities (WIOA section 108(b)(9)).**

Year-Round In-School Youth Program enrolling between 80 to 100 high school juniors and seniors per school break session for paid work-based orientation training to prepare them for a six-week paid summer internship with a partner private-sector employer. GDOL partners with the Guam Department of Education to ensure students receive School-to-Work credit that goes

toward their high school graduation requirements and provides valuable real-world experience toward apprenticeship and internship. The program has seen so much success that several students have been hired directly by the employers at the completion of their internship.

4. A description of the roles and resource contributions of the one-stop partners.

#### **Core Programs:**

##### **The Guam Department of Labor (GDOL)**

The Guam Department of Labor is the designated state agency that administers the Adult, Youth and Dislocated Worker Programs; Wagner-Peyser Act Program, Senior Community Service Employment Program and Jobs for Veterans State Grant which are all housed in Guam's comprehensive one-stop center - the American Job Center.

##### **The Guam Community College (GCC)**

The Guam Community College (GCC) is the designated state agency that administers the Adult Education and Family Literacy Program. GCC offers adult education and family literacy programs throughout the island. Adult High School classes are offered at GCC's Mangilao campus and other community sites arranged by the college. Adult Basic Education courses consisting of Basic Skills, Family Literacy, and English as a Second Language (ESL) are offered on-campus as well as off-campus locations depending on the need of the population at a particular site. These programs that enable eligible individuals to improve literacy, employability, self-sufficiency, and increase participation in their children's educational development.

##### **Department of Integrated Services for Individuals with Disabilities (DISID)**

The Division of Vocational Rehabilitation of the Department of Integrated Services for Individuals with Disabilities is the designated state agency that administers the Vocational Rehabilitation (Amendments to the Rehabilitation Act of 1973) Program. The purpose of this department is to provide vocational rehabilitation services to eligible 115 individuals with disabilities, and which shall be designated as the designated state unit to administer the state plan for vocational rehabilitation services and for the blind.

#### **Partner Programs**

Employment and training activities carried out under the Community Services Block Grant with the Department of Public Health and Social Services (DPHSS);

Employment and training activities carried out by the Department of Housing and Urban Development (HUD) with Guam Housing and Urban Renewal Authority (GHURA); and

Temporary Assistance for Needy Families (TANF) authorized under part A of the Social Security Act with DPHSS

##### **Department of Public Health and Social Services (DPHSS)**

The Department of Public Health and Social Services administers employment and training activities carried out under the Community Services Block Grant and the Temporary Assistance for Needy Families (TANF) authorized under Part A of the Social Security Act. A Memorandum of Understanding and Work Request has been effectuated since October 2016 which outlines responsibilities.

#### **AJC One-stop Services Provided**

Career Services described in §678.430;

Access to training services described in §680.200;

Access to any employment and training activities carried out under sec. 134(d) of WIOA;

Access to programs and activities carried out by the required One-Stop partners, including the Employment Service program authorized under the Wagner Peyser Act, as amended by WIOA Title III (Wagner-Peyser Act Employment Service program);

Workforce and labor market information.

Veterans and eligible spouses continue to receive priority of service for all DOL-funded job training programs, which include WIOA programs. Career services are further defined under the Adult & Dislocated Worker/Wagner-Peyser Career Services Policy. A detailed list of Title I and Title III services are available to all job seekers at the AJC.

### **Access to Programs and Services**

Customers are given access to these programs, services, and activities during regular business days. "Access" to these programs including partner program and its services means:

Having a program staff member physically present at the American Job Center (AJC);

Providing information for a different partner program at the AJC to customers about the programs, services and activities available through partner programs; or

Making available a direct linkage through technology to program staff who can provide meaningful information or service.

Having assurance that the AJC is physically and programmatically accessible to individuals with disabilities.

### **Requirements of the American Job Center**

Required partners must provide access to programs, services, and activities through electronic means if applicable and practical. This is in addition to providing access to services through the mandatory comprehensive physical American Job Center. The provision of programs and services by electronic methods such as websites, telephones, or other means must improve the efficiency, coordination, and quality of AJC partner services.

Electronic delivery must not replace access to such services at a comprehensive American Job Center. Electronic delivery systems must be in compliance with the nondiscrimination and equal opportunity provisions of WIOA. Each required partner must:

Provide access to its programs or activities through the AJC delivery system;

Use a portion of funds made available to the partner's program as agreed;

Enter into an MOU with the Guam Workforce Development Board (GWDB) relating to the operation of the AJC delivery system that meets the requirements of §678.500(b) (Contents of MOU);

Participate in the operation of the AJC delivery system consistent with the terms of the MOU, requirements of authorizing laws, the Federal cost principles and all other applicable legal requirements; and;



Provide representation on the Guam Workforce Development Board (GWDB) as required and participate in Board committees as needed.

The applicable career services to be delivered by required AJC partners are those services listed in §678.430 that are authorized to be provided under each partner's program. Basic career services are universally available to everyone entering the American Job Center.

One-stop centers provide individualized services to customers based on each customer's needs, including the seamless delivery of multiple services to individual customers.

Career services shall be provided through the American Job Center delivery system directly through the center or through contracts with service providers, which may include contracts with public, private for-profit, and private nonprofit service providers approved by the local board.

There is accessible information at the American Job Center (AJC) about partner agencies. The staff at AJC are familiar with the requirements of all of the partner agencies and may refer customers to each of the partner programs.

### **Resource/Cost Sharing Agreement**

The provision of direct services to individuals and businesses is a key component in the One-Stop Center.

Each partner serves a specific segment of the population and provides services that benefit those individuals. Each partner is responsible for funding of their direct program services. All partners will share an equitable and proportionate responsibility for the costs of the operational expenses of the One-Stop Centers if collocated. Infrastructure costs are non-personnel costs necessary for the general operation of the One-Stop Center. Non-personnel costs are all costs that are not compensation for personal services such as rent, utilities and maintenance, equipment, and technology.

5. The competitive process used to award the subgrants and contracts for title I activities.

Guam is a designated single state, basic career, individualized and training services are provided by state merit staff. Subgrant and contracts for special initiatives will be awarded utilizing the Request for Proposal process in accordance with 5 Guam Code Annotated, Chapter 5 – Guam Procurement Law and 2 CFR 200.330.

6. How training services outlined in section 134 will be provided through individual training accounts and/or through contracts, and how such training approaches will be coordinated. Describe how the State will meet informed customer choice requirements regardless of training approach.

Guam's Title IB program offers training opportunities to eligible participants in the Adult, Dislocated Worker, and Youth programs, using both Individual Training Accounts (ITAs) and contracts with employers to provide training.

Guam maintains an Eligible Training Provider List to ensure consumer choice for occupational skills training is provided for all areas. Any or new training approaches will adhere to USDOL guidelines as they continue to be updated and mandated.

7. How the State Board, in fulfilling Local Board functions, will coordinate title I activities with those activities under title II. Describe how the State Board will carry out the review of local

applications submitted under title II consistent with WIOA secs. 107(d)(11)(A) and (B)(i) and WIOA sec. 232.

The GWDB ensures that activities and services are coordinated with Title I and Title II, as well as the other one-stop partners.

The MOU with one-stop partners sets the standard for how service delivery is provided and integrated throughout the entire state. All career pathway trainings such as boot camps, pre-apprenticeships, and apprenticeship trainings are conducted with our education and core partner, the Guam Community College. A public or private provider of a training service program, including labor-management organizations and eligible providers of adult education and literacy activities under Title II, if such activities are provided in combination with occupational skills training.

8. Copies of executed cooperative agreements which define how all local service providers will carry out the requirements for integration of and access to the entire set of services available in the one-stop delivery system, including cooperative agreements with entities administering Rehabilitation Act programs and services.

The MOU with one-stop partners sets the standard for how service delivery is provided and integrated throughout the entire state. All career pathway trainings such as boot camps, pre-apprenticeships, and apprenticeship trainings are conducted with our education and core partner, the Guam Community College. A public or private provider of a training service program, including labor-management organizations and eligible providers of adult education and literacy activities under Title II, if such activities are provided in combination with occupational skills training.

#### e. Waiver Requests (optional)

Not Applicable – No waiver request

States wanting to request waivers as part of their title I-B Operational Plan must include a waiver plan that includes the following information for each waiver requested:

1. Identifies the statutory or regulatory requirements for which a waiver is requested and the goals that the State or local area, as appropriate, intends to achieve as a result of the waiver and how those goals relate to the Unified or Combined State Plan;
2. Describes the actions that the State or local area, as appropriate, has undertaken to remove State or local statutory or regulatory barriers;
3. Describes the goals of the waiver and the expected programmatic outcomes if the request is granted;
4. Describes how the waiver will align with the Department's policy priorities, such as:
  - A. Supporting employer engagement;
  - B. Connecting education and training strategies;
  - C. Supporting work-based learning;
  - D. Improving job and career results, and
  - E. Other guidance issued by the department.

5. Describes the individuals affected by the waiver, including how the waiver will impact services for disadvantaged populations or individuals with multiple barriers to employment; and

6. Describes the processes used to:

A. Monitor the progress in implementing the waiver;

B. Provide notice to any local board affected by the waiver;

C. Provide any local board affected by the waiver an opportunity to comment on the request;

D. Ensure meaningful public comment, including comment by business and organized labor, on the waiver.

E. Collect and report information about waiver outcomes in the State's WIOA Annual Report.

7. The most recent data available regarding the results and outcomes observed through implementation of the existing waiver, in cases where the State seeks renewal of a previously approved waiver.

Title I-B Assurances

The State Plan must include assurances that:

The State Plan must include	Include
1. The State has implemented a policy to ensure Adult program funds provide a priority in the delivery of training services and individualized career services to individuals who are low income, public assistance recipients and basic skills deficient;	Yes
2. The State has implemented a policy to ensure local areas have a process in place for referring veterans with significant barriers to employment to career services provided by the JVSG program's Disabled Veterans' Outreach Program (DVOP) specialist;	Yes
3. The State established a written policy and procedure that set forth criteria to be used by chief elected officials for the appointment of local workforce investment board members;	Yes
4. The State established written policy and procedures to ensure local workforce investment boards are certified by the governor every two years in accordance with WIOA section 107(c)(2);	Yes
5. Where an alternative entity takes the place of a State Board, the State has written policy and procedures to ensure the alternative entity meets the definition under WIOA section 101(e) and the legal requirements for membership;	Yes
6. The State established a written policy and procedure for how the individuals and entities represented on the State Workforce Development Board help to determine the methods and factors of distribution, and how the State consults with chief elected officials in local areas throughout the State in determining the distributions;	Yes
7. The State will not use funds received under WIOA Title I to assist, promote, or deter union organizing in accordance with WIOA section 181(b)(7);	Yes
8. The State distributes adult and youth funds received under WIOA equitably throughout the	Yes

The State Plan must include	Include
State, and no local area suffers significant shifts in funding from year-to-year during the period covered by this plan;	
9. If a State Workforce Development Board, department, or agency administers State laws for vocational rehabilitation of persons with disabilities, that board, department, or agency cooperates with the agency that administers Wagner-Peyser services, Adult and Dislocated Worker programs and Youth Programs under Title I;	Yes
10. The State agrees to report on the impact and outcomes of its approved waivers in its WIOA Annual Report.	Yes
11. The State has taken appropriate action to secure compliance with the Uniform Guidance at 2 CFR 200 and 2 CFR 2900, including that the State will annually monitor local areas to ensure compliance and otherwise take appropriate action to secure compliance with the Uniform Guidance under section WIOA 184(a)(3);	Yes

## Performance Goals for the Core Programs

### WIOA Title I - Adult

Performance Indicators	PY 2024 Expected Level	PY 2024 Negotiated Level	PY 2025 Expected Level	PY 2025 Negotiated Level
Employment (Second Quarter After Exit)	56.0	TBD	56.0	TBD
Employment (Fourth Quarter After Exit)	51.0	TBD	51.0	TBD
Median Earnings (Second Quarter After Exit)	\$6152	TBD	\$6152	TBD
Credential Attainment Rate	70.0	TBD	70.0	TBD
Measurable Skill Gains	73.0	TBD	73.0	TBD
Effectiveness in Serving Employers	Not Applicable <sup>1</sup>	Not Applicable <sup>1</sup>	Not Applicable <sup>1</sup>	Not Applicable <sup>1</sup>

### WIOA Title I - Dislocated Worker

Performance Indicators	PY 2024 Expected Level	PY 2024 Negotiated Level	PY 2025 Expected Level	PY 2025 Negotiated Level
Employment (Second Quarter After Exit)	71.0	TBD	71.0	TBD
Employment (Fourth Quarter After Exit)	60.0	TBD	60.0	TBD
Median Earnings (Second Quarter After Exit)	\$8000	TBD	\$8000	TBD
Credential Attainment Rate	70.0	TBD	70.0	TBD
Measurable Skill Gains	70.0	TBD	70.0	TBD
Effectiveness in Serving Employers	Not Applicable <sup>1</sup>	Not Applicable <sup>1</sup>	Not Applicable <sup>1</sup>	Not Applicable <sup>1</sup>

**WIOA Title I - Youth**

Performance Indicators	PY 2024 Expected Level	PY 2024 Negotiated Level	PY 2025 Expected Level	PY 2025 Negotiated Level
Employment (Second Quarter After Exit)	65.0	TBD	65.0	TBD
Employment (Fourth Quarter After Exit)	60.0	TBD	60.0	TBD
Median Earnings (Second Quarter After Exit)	\$5200	TBD	\$5200	TBD
Credential Attainment Rate	65.0	TBD	65.0	TBD
Measurable Skill Gains	65.0	TBD	65.0	TBD
Effectiveness in Serving Employers	Not Applicable <sup>1</sup>	Not Applicable <sup>1</sup>	Not Applicable <sup>1</sup>	Not Applicable <sup>1</sup>