



## Local Workforce Development Boards

### **GUIDANCE:**

### How to Add Language to Local Workforce Development Plans on Priority of Service for Veterans

Date of Issuance: January 19, 2018

---

## **1. Background.**

- The U.S. Department of Labor (DOL), Veterans' Employment and Training Services (VETS) administers the Jobs for Veterans State Grant (JVSG) at the federal level.
- Iowa Workforce Development (IWD) administers the JVSG in Iowa.
- VETS conducted an audit of the JVSG in Iowa from June 9, through July 19, 2017.
- Under the Workforce Innovation and Opportunity Act (WIOA), local workforce development boards (WDBs) are required to develop a local workforce development plan (local plan).
- One finding in the VETS audit of Iowa's JVSG is that Iowa's local plans do not contain language consistent with the statutorily defined responsibilities for priority of service for veterans.
- This Guidance gives instructions and direction to WDBs on how to add language consistent with the statutorily defined responsibilities for priority of service for veterans to their local plans as an attachment.

---

## **2. Attachment.**

- IWD has developed a Modification that contains the language required by VETS to be included in local plans.
- This Modification is included in the email with this Guidance.

Guidance: How to Add an Attachment to Local Workforce Development Plans  
on Priority of Service for Veterans

---

### **3. WDB Action.**

- Include on the agenda for your next WDB meeting an action to add to your Region's local plan a modification that contains language on priority of service for veterans.
- At your next WDB meeting, take action to add to your Region's local plan the modification that contains language on priority of service for veterans.
- After your WDB takes action to add to your Region's local plan the Modification that contains language on priority of service for veterans, email Kyle Clabby-Kane at the below address to notify him of the WDB action.

[kyle.clabby@iwd.iowa.gov](mailto:kyle.clabby@iwd.iowa.gov)

---

### **4. Questions.**

If you have questions or would like further information, contact Kyle Clabby-Kane at the above email address.