



COVER LETTER

TO: Local workforce system stakeholders

FROM: Ahnna Smith, Executive Director, DC Workforce Investment Council (DC WIC)

DATE: April 1, 2021

SUBJECT: DC-WIGL-2017-014-OneStopCertification-R-1

Background

The Workforce Innovation and Opportunity Act (WIOA) requires the establishment of local One-Stop Centers and access points to enable jobseekers and employers simplified access to the employment and training services of multiple partner agencies and organizations. The DC WIC is charged with certifying each One-Stop Center and access point in the District, subject to approval by the Mayor, and establishing objective criteria and procedures to use in the process. Those criteria and procedures are included in the attached DC-WIGL-2017-014-R1-One Stop Certification.

This letter provides key dates and activities regarding the 2021 certification process.

Key Dates and Activities

- **April 1 – May 13, 2021**
An entity seeking to certify a Comprehensive or Affiliate One-Stop Center must submit a One-Stop Center Plan and Application **no later than May 13, 2021**. Submissions will be accepted on a rolling basis. Applications should be submitted to Nenita Davis, Director of One-Stop Operations, at nenita.davis@dc.gov.
- **April 15, 2021**
The DC WIC will host a technical assistance call from **10am – 11am** to provide guidance regarding the process. Stakeholders may submit a request to be included on the distribution list to receive notifications about this and other workforce system information and updates by emailing dcworks@dc.gov. Please include the following information:
 - Name and phone number of the person making the request
 - Full name of the contact to be included on the list
 - Email address of the contact to be included on the list





- **May 14 – June 15, 2021**
The DC WIC Certification Team will review and evaluate submitted materials and conduct in-person and/or virtual site visits to make an official recommendation to the DC WIC Board regarding each submission.
- **June 16 – June 30, 2021**
DC WIC staff will provide the Certification Team recommendations to the DC WIC Board prior to a vote by the Board. Applicants will be notified, and approved applicants will sign a Certification Agreement. **Newly certified or recertified Centers will begin their duties on July 1, 2021.**

Please send questions regarding the 2021 certification process to dcworks@dc.gov and include certification in the subject of the email.