

KAY IVEY
GOVERNOR



STATE OF ALABAMA

GREG CANFIELD
SECRETARY OF COMMERCE

December 21, 2023

MEMORANDUM

GLWA/NCAW PY 23-02

TO: Stephen Smith, Administrator
Alabama State Employment Service

FROM: Phee Friend, Local Area Boards Manager
Governor's Local Workforce Areas *JPF*

SUBJECT: Governor's Local Workforce Area's (GLWA)/North Central AlabamaWorks!
Youth Provider Eligibility Determination

In an effort to prevent overloading the WIOA Youth staff at the Birmingham Career, the North Central AlabamaWorks (NCAW) Executive Committee recommended having the three new youth providers Birmingham Promise, Build UP Birmingham, and the Dannon Project enter and complete their own WIOA eligibility in the AlabamaWorks! (AW!) System. Birmingham Promise, Build UP Birmingham, and the Dannon Project will not schedule intake interviews or send eligibility documentation to the Birmingham Career Center. The youth providers are responsible for all data entry for their program. The Birmingham Career Center will not be responsible for receiving or entering services, measurable skills gains, credentials, or other participant information. The three youth programs will be responsible for their own performance and the accuracy of their information entered in the AW! System. Each program will be set up as a separate Office Location in North Central Alabama -Area 4. Participants can still be referred to career centers for services such as Individual Training Accounts, Work-Based Learning, On-the-Job Training, and other career center services.

The contracts for these three programs will be effective January 1, 2024. Workforce Development Division (WDD) staff will train Birmingham Promise, Build UP Birmingham, and the Dannon Project on the AlabamaWorks! System once they have completed their contracts. Any questions or additional training requests for these providers will go through Jes Thompson, WDD Youth Coordinator.

If you have any questions regarding this memo, please contact Jes Thompson at jes.thompson@commerce.alabama.gov.