

ALABAMA WORKFORCE DEVELOPMENT SYSTEM

Alabama Department of Workforce
Workforce Development
50 N. Ripley Street
Montgomery, Alabama 36130

ADMINISTRATIVE DIRECTIVE No. PY2026-01

SUBJECT: WD WIOA Provider and Participant Nepotism Policy

Purpose: This is to issue guidance on the employment of relatives under the Workforce Innovation and Opportunity Act (WIOA), and to define who is a relative.

Effective Date: July 1, 2026

Discussion: This directive provides a definition of nepotism and clarification.

Nepotism

(1) No individual may be placed in a WIOA employment activity if a member of that person's immediate family is directly supervised by or directly supervises that individual.

(2) To the extent that an applicable State or local legal requirement regarding nepotism is more restrictive than this provision, such State or local requirement must be followed.

Therefore, it is the policy of the Workforce Development (WD) that any person involved in the provision of WIOA services, who is also an immediate family member of a WIOA participant, they shall not be the immediate supervisor for, or in the chain of command of, or participate in the hiring, evaluation, reassignment, promotion, or discipline of the WIOA participant within the employment activity/program. Nor shall the WIOA participant provide any of the above-mentioned actions for an immediate family member while in a WIOA employment activity/program.

Additionally, immediate family members shall not work within the same organization to provide WIOA services for participants. This includes all subrecipients.

Immediate family is hereby defined to include parents, step-parents, sibling(s) (sister or brother, step-sister or step-brother), grandparents, step-grandparents, spouse (wife or husband), mother-in-law, step-mother-in-law, father-in-law, step-father-in-law, children, step-children, daughter-in-law and son-in-law, step-daughter-in-law and step-son-in-law, grandchildren, and step-grandchildren.

Action: This policy should be distributed to all staff involved with WIOA programs including WD staff, Board Members, Alabama Career Center staff, and subrecipients providing WIOA programs.

Contact: Questions regarding this directive should be directed to Lorilei Sanders, Workforce Development Manager, at Lorilei.sanders@workforce.alabama.gov.

Tammy Wilkinson

Tammy Wilkinson, Division Director
Workforce Development

07/13/2026

Date

Attachment

WD WIOA Program Provider and Participant Ethics Policy

20 CFR § 683.200 - What general fiscal and administrative rules apply to the use of Workforce Innovation and Opportunity Act title I and Wagner-Peyser Act funds?

(g) *Nepotism*

(1) No individual may be placed in a WIOA employment activity if a member of that person's immediate family is directly supervised by or directly supervises that individual.

(2) To the extent that an applicable State or local legal requirement regarding nepotism is more restrictive than this provision, such State or local requirement must be followed.

Therefore, it is the policy of WDD that any person involved in the provision of WIOA services, who is also an immediate family member of a WIOA participant, they shall not be the immediate supervisor for, or in the chain of command of, or participate in the hiring, evaluation, reassignment, promotion, or discipline of the WIOA participant within employment activity/program. Nor shall the WIOA participant provide any of the above-mentioned actions for an immediate family member while in a WIOA employment activity/program.

Additionally, family members shall not work within the same organization, program, be supervised by, nor participate in the hiring, evaluation, reassignment, promotion, or discipline of family members to provide WIOA services to participants. This includes all subrecipients of funding provided by Workforce Development.

Immediate family is hereby defined to include parents, sibling(s) (sister or brother), grandparents, spouse (wife or husband), mother-in-law, father-in-law, children, daughter-in-law and son-in-law, and grandchildren.

Directive PY2026-01 Nepotism Policy

Final Audit Report

2026-07-13

Created:	2026-07-13
By:	Lorilei Sanders (lorilei.sanders@workforce.alabama.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAEsyX6Mf9jp3u3rp1J1CJEDwLuN7eaCNT

"Directive PY2026-01 Nepotism Policy" History

-  Document created by Lorilei Sanders (lorilei.sanders@workforce.alabama.gov)
2026-07-13 - 7:00:48 PM GMT- IP address: 216.226.188.45
-  Document emailed to Tammy Wilkinson (tammy.wilkinson@workforce.alabama.gov) for signature
2026-07-13 - 7:01:32 PM GMT
-  Email viewed by Tammy Wilkinson (tammy.wilkinson@workforce.alabama.gov)
2026-07-13 - 7:36:29 PM GMT- IP address: 216.226.188.33
-  Document e-signed by Tammy Wilkinson (tammy.wilkinson@workforce.alabama.gov)
Signature Date: 2026-07-13 - 7:42:15 PM GMT - Time Source: server- IP address: 216.226.188.33 - Signature Appearance Selected: IMAGE
-  Agreement completed.
2026-07-13 - 7:42:15 PM GMT



State of
Alabama

Powered by
Adobe
Acrobat Sign