



**WORKFORCE INNOVATION AND OPPORTUNITY ACT  
(WIOA)  
PROGRAM POLICY NOTICE NO. 7**

**EFFECTIVE DATE: JULY 1, 2019**

**SUBJECT: SUBRECIPIENT MONITORING**

**PURPOSE.**

This policy sets forth requirements for oversight and monitoring of all NALWDB subrecipients/contractors receiving WIOA funds. This policy also develops and documents a process that will ensure monitoring of subrecipients/contractors is thorough and comprehensive, corrective actions outlined in monitoring reports are completed in a timely manner, and appropriate documentation supporting the resolution of each finding is complete.

**BACKGROUND.**

WIOA oversight and monitoring is essential to ensure the integrity of the WIOA system and WIOA funds, to review performance, assess compliance with applicable laws and regulations and identify successful methods and practices that serve to enhance the system as a whole through continuous improvement.

Local workforce development areas are accountable for the expenditure of funds and the scope of activities associated with the implementation of WIOA. Monitoring and oversight at the local level identifies areas of strength and weakness in program operation and is critical in minimizing risk and reducing LWDA liability.

The NALWDB will formally monitor all program services providers at least once a program year or as required by any funding source or grantor. The purpose of the monitoring review is to conduct oversight activities in order to ensure compliance with the terms, conditions, stipulations, deliverables and performance metrics specified under each contract, as well as, compliance with applicable Local, State and Federal policies and rules.

**POLICY**

The NALWDB has adopted the New Mexico Department of Workforce Solutions (NMDWS) State of New Mexico WIOA Monitoring Manual and direction included therein in conducting the NALWDB monitoring function.

This policy rescinds any previous NALWDB policy regarding subject.

**INQUIRIES:** Contact Deborah Wildenstein, WIOA Program Manager, at 505-986-0363.

  
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NALWDB CHAIR

  
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DATE