

Summary of Changes to Year 26 Annual Plan Policies

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Annual Plan Policy	2026 Policy Status	2026 Summary of Changes
Budget Submission Guidelines	Revised	Revised to include all fundings streams within the workforce development system, including WIOA as one of several funding streams. Also, clarified requirement of budget schedule for each funding stream regardless of its nexus to one contract and/or one program/initiative. Updated amount of single equipment purchase requiring prior written approval from \$4,999 to \$9,999 per revised OMB Federal Financial Assistance (Title 2) modified in Oct. 2024.
Cash Advance Policy	Revised	Revised to increase initial and subsequent cash advance period from 30 to 60 days, including option to request a cash advance more than 60 days subject to approval by the EWDD General Manager. Also, clarified when a separate repository account is required and added the discontinuation of cash advance at the discretion of EWDD. Cash advance will now copy in the Program Manager/Coordinator to increase communication between fiscal and operational functions.
City Partnerships Memorandums of Understanding and EDD Colocation Requirements	Revised	This policy was revised to add requirements for EDD/State colocation, cost-sharing options for verification of compliance for EDD colocation, and lease/space-sharing procedures and requirements (WSD23-06). It was renamed from Infrastructure Funding Agreements to City Partnerships Memorandums of Understanding and EDD Colocation Requirements. The policy language was outdated with WIA language and needed to conform the WDS18-12, WIOA Memorandums of Understanding.
Definition of Good Jobs Policy	Revised	This policy provides guidance to the workforce system on embedding good jobs strategies into workforce programming. It was revised to update the living wage calculator tool table for 2025. It helps AJCCs to identify what a living wage job is for Los Angeles County. This tool is instrumental to help guide AJCC towards the Five-Year Strategic Plan goal of placing 50,000 Angelesnos into good jobs by 2030.
Disallowed Cost Resolution and Repayment Policy and Procedures	Revised	Revised to clarify reference to the Economic Development and Jobs Committee ("EDJC") as the Committee of the City Council hearing items related to community or economic development and added the release of initial and final determination letters by the Director of Financial Management or the Assistant General Manager of Finance and Administration. Also, additional context to hearing process, report elements, and final decision.
Eligibility Determination Policy	Revised	Per WSD24-04 and WSD23-07, this policy was revised to provide clarifying language to determine an individual's eligibility to participate in WIOA and State-funded grant programs. It provides guidance regarding participant eligibility, acceptable documentation, document verification, and clarifies areas of flexibility in eligibility policies, procedures, and definitions.
Incident Reporting	Revised	Per WSD 24-03, this policy was revised to incorporate procedures for reporting to the US Department of Labor's Office of Inspector General allegations of fraud, program abuse, or criminal conduct involving grantees or subrecipients receiving funds from EDD via 2-step process - OIG Hotline and ETA incident reporting email. Additional definitions were added.
Indirect Cost Rate Policy	Revised	Revised to update reference tool kit on Cost Determination from the US Department of Labor. Also, updated the De-Minimis Indirect Cost from 10% to 15% as revised by the OMB Title 2 Guidance for Federal Financial Assistance (formerly OMB Uniform Guidance) modified in Oct. 2024.
Participant Reporting Requirements Policy and Performance Guidance	Revised	This policy was revised to clarify WIOA and NDWG performance reporting requirements and performance guidance per both EDD and DOL new guidance and directives. It provides new definitions that are needed to better understand WIOA performance when using federal funds and the mechanisms for calculating the six primary indicators of performance. Attachment I provides a CalJOBS Activity Codes dictionary and attachment II provides an activity codes and performance crosswalk which highlights which metrics impact performance.
Priority of Service Policy	Revised	This policy was updated according to WSD24-06; additional acceptable documentation for priority groups, and new definitions for individualized career and training services; added specification that only Individualized Career and Training Services are subject to priority of service requirements. Per TEGL 03-24, WSD24-15, this policy was also revised to add an updated definition of "Veteran" and requirements for colocation/dedicated Veteran staff for comprehensive centers; added guidance and procedural requirements for serving disabled veterans, determining income eligibility for Veterans, and coordination with homeless veterans reintegration programs.
Procurement and Contract Execution Guidelines	Revised	This policy was revised to reorganize topics for readability, no new content.
Program Monitoring Policy	Revised	This policy was revised to add language about alternative methods of monitoring in the event of natural disasters (WSD24-11) and new monitoring requirements (ex. maintain a monitor log).
Property/Equipment – Purchasing, Inventory, and Disposal Policy	Revised	Revised to update equipment and supply threshold from \$5,000 to \$10,000 and allowance to retain up to \$1,000 from disposition of property in excess of \$10,000 per OMB Title 2 Guidance for Federal Financial Assistance (formerly OMB Uniform Guidance) modified in Oct. 2024. Also, revised real estate definition to include "real interest in land."

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Salary and Bonus Limitations for 2025	Revised	Revised to add the Salary and Bonus limitation for Executive Level Pay for 2025. Retained limitations for 2023 and 2024 with examples provided at the 2024 level.
Self-Sufficiency Policy	Revised	This policy was revised to update the low income determination thresholds established by the Department of Labor (DOL) and Department of Health and Human Services (HHS) for 2025.
Single Audit Policy and Procedures	Revised	Revised to increase single audit expenditure threshold from \$750,000 to \$1,000,000 per OMB Title 2 Guidance for Federal Financial Assistance (formerly OMB Uniform Guidance) modified in Oct. 2024.
Subcontractor Monitoring Policy and Procedures	Revised	This policy was revised to add language about alternative methods of monitoring in the event of natural disasters (WSD24-11) and new monitoring requirements (ex. maintain a monitor log).
Supportive Services/Needs-Related Payments/Incentives Policy	Revised	This policy was revised and expanded to provide guidance on the availability of Supportive Services for WIOA and non-WIOA programs. It also provides guidance on food allowability under the WIOA Youth program. Based on the new EDD Draft Directive WSDD-253, it provides new guidance on the availability of stipends and incentive payments for WIOA Title I Adult, Dislocated Worker, and Youth programs and State of California General funds.
WIOA Data Validation Policy	Revised	This policy was revised to include NDWG operators under the data validation policy and procedures. Per new EDD WDS24-16, language was provided to expand the WIOA Data validation and source documentation requirements. To comply with WIOA regulations, the Employment Development Department (EDD) is required to conduct data validation on program participant files on an annual basis. Data validation is a series of quality assurance techniques established to verify the accuracy, validity, and reliability of data entered into CalJOBS and reported to the Department of Labor (DOL).
WIOA Training Policy and Procedures	Revised	This policy was expanded to provide information to AJCC staff on all allowable types of training programs and services in WIOA. Clarifying language on the eligible training provider list (ETPL) was added.
Employment Service Complaint System	New	This new policy provides the guidance and establishes the procedures regarding the Employment Service (ES) Complaint System, including the intake of complaints involving ES regulations or employment-related law and the ES Complaint System poster. This policy applies to all partners within the America's Job Center of California SM (AJCC) network. The poster must be prominently displayed at all AJCC locations.
Disaster Recovery WorkSite Selection and Management Policy	New	This new policy provides guidance and establishes the procedures for disaster-relief worksite selection and management, as well as health and safety standards, for all National Dislocated Worker Grant (DWG) project operators. It addresses the location of worksites for a nationwide disaster declaration and clarifies the instances when work on private property is allowable, including to help employers stay in operation during/after a disaster event.