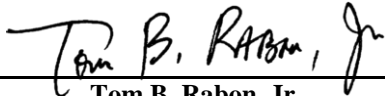
	NCWorks Commission
	NCWorks Commission Policy Statement Number: CPS 01-2025
	Date: February 12, 2025
	Subject: Updates to Local and Regional Area Plan Instructions for Program Year (PY) 2025
	From:  <hr style="width: 30%; margin: auto;"/> Tom B. Rabon, Jr. Chair, NCWorks Commission

Purpose: To transmit the Division of Workforce Solutions’ (DWS) Local and Regional Area Workforce Innovation and Opportunity Act (WIOA) Title I Plan Instructions for July 1, 2025, through June 30, 2026 (Program Year (PY) 2025).

Background: North Carolina requires each Local Area Workforce Development Board (WDB), in partnership with the Chief Local Elected Official (CLEO), to annually review the Local Area Plan, board membership, and prepare and submit modifications to the Local Area Plan to reflect changes or factors affecting the implementation of the Local Area Plan. [WIOA 108(a)]

The Local Area Plan will support the alignment strategy described in the 2024-2027 N.C. Unified State Plan in accordance with WIOA Section 102(b)(1)(E), and otherwise be consistent with the N.C. Unified State Plan.

Action: Local Area WDBs are to follow the attached instructions for the development of the Local Area Plan for July 1, 2025, through June 30, 2026.

Completed PY 2025 Local Area Plans are due to the DWS by **May 1, 2025**, and are to be submitted in the Workforce Information System Enterprise (WISE).

Each Plan attachment must be submitted and labeled separately in either Microsoft Word or PDF format. All attachments must be submitted separately; otherwise, they will not be accepted.

Forms requiring original signatures may be mailed to the local Board’s assigned Planner at: N.C. Division of Workforce Solutions, 4316 Mail Services Center, Raleigh, NC 27699-4316. Hand-delivered documents may be left at 313 Chapanoke Road, Suite 120, Raleigh, NC 27603.

Effective Date: February 12, 2025

Expiration: June 30, 2027

Contact: DWS Planner

- Attachments:**
1. PY 2025 Local Area Workforce Development Plan Instructions
 2. PY 2025 Plan Attachments