**Please insert letterhead of the local workforce development board (LWDB)**

FY2024-FY2028 Multi-Year Open and Competitive Requests for Proposals (RFPs) for Adult Education and Family Literacy Services - Local Plan Alignment Form

The Workforce Innovation and Opportunity Act (WIOA), 34 CFR 463.20(d)(4), requires that local workforce development boards (WDB) review adult education proposals for alignment with local plans.

To determine alignment with (1) [FY22-FY25 WIOA 4-Year Local Plans](https://www.mass.gov/service-details/fy22-fy25-wioa-4-year-local-plans) by MassHire Workforce Area, (2) [FY2022 - FY2025 WIOA Memorandum of Understanding (MOU)](https://www.mass.gov/service-details/fy2022-fy2025-wioa-memorandum-of-understanding-mou), and (3) [Regional Labor Market Blueprint,](https://www.mass.gov/service-details/view-your-regions-blueprint) MassHire local workforce development boards will review the following narrative responses:

1. Program Design
2. Equitable Access
3. Career Pathways Collaborations and
4. Proposals to provide Outstationing

Then return this Local Plan Alignment Form to ACLS.

This is to acknowledge our review of the proposal submitted by:

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(insert name of AE provider)

Based on our review of the proposal for alignment with the local plan package, the LWDB subcommittee has determined that the reviewed proposal (*please check one*):

 [ ]  **aligns** with the local plan package and priorities for this local workforce development area.

 [ ]  **partially aligns** with the local plan package and priorities for this local workforce development area.

 [ ]  **does not align** with the local plan package and priorities for this local workforce development area.

***Please comment on the alignment (optional):***

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***Please comment on what lacks alignment or partial alignment and your recommendations:***

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(WDB Director) (date)