

**Purpose:**

To implement the nondiscrimination and equal opportunity provisions of the Workforce Innovation and Opportunity Act (WIOA).

**References:**

- 29 CFR part 38, Workforce Innovation and Opportunity Act (WIOA) Sec. 188;
- American with Disabilities Act of 1991 (revised 2010)
- Rehabilitation Act of 1973
- State of Illinois EO/WIA Policy Letter no. 00-05
- Methods of Administration

**Background:**

Section 188 of WIOA prohibits discrimination against individuals in any Title I—financially assisted program or activity, which includes job training for adults and youth and programs or activities provided by recipients at American Job Centers (one-stop centers). The rule applies to recipients of WIOA Title I financial assistance and to programs and activities that are operated by American Job Center partners (one-stop partners) as part of the American Job Center system (one-stop delivery system), such as Unemployment Insurance, Temporary Assistance for Needy Families, adult education, Trade Adjustment Assistance, and others. Methods of Administration are in place to guide local policies and procedures for implementation of Equal Opportunity and Nondiscrimination rules.

**Responsible Parties:**

The Workforce Connection WIOA One-Stop Operator and all WIOA program directors/staff, partner agencies, sub-awardees and contractors shall not discriminate on the basis of race, color, religion, sexual orientation, gender identity, national origin, age, disability, political affiliation/ belief or if they are pregnant.

**Policy/Procedures:**

- **Protection from Discrimination** – These programs or activities may not refuse to offer or provide services to individuals because of their race, color, religion, , gender identity national origin, age, disability, political affiliation/ belief or if they are pregnant. Beneficiaries, applicants, and participants cannot be denied covered services because of their citizenship status, and cannot be denied their rights because of participation in a WIOA Title I—financially assisted program or activity. The policy includes enforcement of rules from the Department of Labor Civil Rights Center ensuring protection from discrimination on the basis of sex, including discrimination based on pregnancy, childbirth and related medical conditions and transgender status, gender identity and sex stereotyping.
- **Universal Access**--The Workforce Connection and its contracted partners will take appropriate steps to ensure that the composition of the pool from those considered for participation in their programs and activities is diverse and representative of the population groups they serve.
- **Access to Services** - The Workforce Connection and its contracted partners are required to take reasonable steps to ensure that individuals with limited English proficiency have meaningful access to services and training and ensure full access to the workforce system to individuals with disabilities.

- **Written Assurances** – Reinforcement of this commitment by all program providers requires that each provide written assurance in their agreements, grants and contracts that they are committed to and will comply with the requirements of the Workforce Innovation & Opportunity Act (WIOA), ADA, Rehabilitation Act, and with 29 CFR part 38, WIOA Section 188 and the State of Illinois EO/WIA Policy Letter no. 00-05.
- **Reasonable Accommodations** - LWIA#3 ensures reasonable accommodations are provided to qualified individuals with disabilities in all aspects of its programs, services, and activities, unless providing the accommodation would cause undue hardship. Accommodations may include, but are not limited to, qualified sign language interpreters, readers, auxiliary aids and alternate formats. Reasonable modifications in policies, practices, or procedures are made, when necessary, to avoid discrimination based on disability, unless making the modifications would fundamentally alter the nature of the service, program, or activity.
- **Compliance** - LWIA#3 has procedures in place to ensure compliance with Section 504 of the Rehabilitation Act of 1973 and the American with Disabilities Act (ADA) and the State Policy Letter 00-05.

**Reporting Non-compliance:**

Any non-compliance of the Equal Opportunity requirements must be reported to the Equal Opportunity Officer.

**Action Required:**

This information must be disseminated to The Workforce Connection WIOA One-Stop Operator and all WIOA program directors/staff, partner agencies, sub-awardees and contractors. All must be fully in compliance with this policy.

**Inquiries:**

Questions regarding this policy should be directed to The Workforce Connection Board Staff Equal Opportunity Officer.

**Effective Date:**

Immediately