

## Workforce Innovation and Opportunity Act Waiver Request Tool

Under the Secretary of Labor's waiver authority outlined in Section 189(i)(3)(A) of the Workforce Innovation and Opportunity Act (WIOA) and 20 CFR and 679.600, the Secretary may waive certain provisions of WIOA Title I Subtitle A, B, and E and provisions found in Sections 8-10 of the Wagner-Peyser Act. WIOA Section 189(i)(3)(B) and 20 CFR 679.620 identify elements that must be included in a waiver request. A State may request a waiver in its overall Unified or Combined State Plan submission or modification. Or, if submitting separate from the State Plan submission, States may use this document as a tool to assist in developing and requesting a waiver. States may use their own format or form for a request, as long as elements required by WIOA and the regulations noted above are addressed. After reviewing a State's initial request, the Employment and Training Administration (ETA) may ask the State for additional information if necessary to complete its review.

To submit a waiver request, e-mail this completed form or a State-developed document along with a cover letter to [WIOA.Plan@dol.gov](mailto:WIOA.Plan@dol.gov) and the appropriate ETA regional office. ETA will also accept hard copy submissions.

A State's waiver request must include a discussion of the following elements:

1. The statutory and/or regulatory requirements the State would like to waive;
2. Actions the State has undertaken to remove State or local barriers;
3. State strategic goal(s) and Department of Labor priorities (i.e. expansion of apprenticeship, improved employer engagement, etc.) supported by the waiver;
4. Projected programmatic outcomes resulting from implementation of the waiver;
5. Individuals, groups or populations benefitting from the waiver;
6. How the State plans to monitor waiver implementation, including collection of waiver outcome information;
7. Assurance of State posting of the request for public comment and notification to affected local workforce development boards.