

Monitoring & Compliance Updates

Active Monitoring Reviews

PY24 WIOA-Required Policies Review

- Status: Follow-up review completed
- Next Steps: Incorporate findings into PY25 Governance Monitoring Report to include Policy, Procurement, and Governance findings. Expected Distribution date: September 2026

PY24 Title I & RESEA Consolidated Review

- Status: Final Reports issued February 2026
- Next Steps: Formal check-in/NJDOL Cross-Unit Meeting scheduled for October 2026

PY25 Procurement Review:

- Status: Monitoring completed; final draft reports issued July 2026
- Final Report Update: Findings conversion into AOCs- 5.1, 5.2, 6.1, 6.2
- NJDOL approved Draft Monitoring Report review requests. Approval letters issued week of 8/3/2026
- Next Steps: Review local areas documents; incorporate findings into PY25 Governance Monitoring Report

PY25 Governance Review:

- Update: Timeline adjusted due to Career Services restructuring
- Status: Limited Scope Monitoring in progress. Review of Limited Scope Tool.
- Next Steps: Finalize Governance Draft Reports for September distribution. Conduct Exit Interviews combined with NJDOL Cross-Unit meetings in October 2026

Compliance Activities

Communications

- PY22 Compliance
 - Status Update Letters: Issued 4/18
 - Follow-up Status Update Letters issued this week: 5 Local areas must respond

Stakeholder Engagement

- NJDOL Cross-Unit Meetings: Bi-annual reviews with local areas on monitoring and compliance progress. Estimated Meeting date: October 2026

Governance Monitoring Tool

For the current governance cycle, the limited-scope tool is being used by the monitoring unit in place of the 'full' Governance Monitoring Tool. Next year NJDOL will utilize the full scope tool and monitor all components(5/29/2026 version):

Differences between the limited scope and original Governance Monitoring Tool

- Removed questions regarding expectations of the Fiscal Agent while NJDOL develops updated guidance regarding the role of the Fiscal Agent as part of the updated Local Governance Policy
- Removed the requirement for LWDBs to submit the NJDOL budget template; NJDOL will obtain internally
- Adjusted the requirement for IFA reconciliation from at least quarterly to at least semiannually
- Removed questions regarding contract execution and closeout while NJDOL develops updated guidance
- Removed the Policy Review section
- Added risk assessment questions regarding Committee Transparency, Firewalls, and Public-Facing Policy Accessibility
- Quantitative review of Local and Regional plan rather than qualitative

Monitoring Readiness: Local Area Action Steps

Review NJDOL Monitoring Tools & Documentation

- Cross-reference your current documentation against checklist requirements
- Identify any gaps in documentation before the review

Use NJDOL tools to conduct your own pre-monitoring review

- Complete checklists as if you were the monitor
- Identify and address deficiencies proactively

Submit Questions for Clarification AHEAD of Review

- Compile a list of questions about monitoring requirements, processes, or expectations. Submit questions to NJDOL in writing
- Request clarification on:
 - Documentation requirements
 - Interpretation of policies or regulations
 - Timeline expectations for review, meetings, and corrective actions
 - Previous findings

PY25 Governance Review (Currently In Progress)

- Local Areas should have submitted all governance-related documents for review
- Update board membership records, bylaws, and meeting minutes
- Verify board composition meets requirements

Prepare for September 2026 Governance Report Distribution

- Anticipate receiving the PY25 Governance Monitoring Report combining Policy, Procurement, and Governance findings
- Assign staff to review and respond promptly
- Set internal deadlines ahead of any required response dates