

## ATTACHMENT B

### Annual Workforce Development Business Plan Checklist

*Please indicate each item that is being submitted*

- Annual Workforce Development Business Plan Checklist (*Attachment B*)
- Labor Market Analysis
- Response to Narrative Questions
  
- Career Center Hours of Operation Form (*Attachment C*)
- MOU Activity Summary Form (*Attachment D*)
- LWIB Contact Information Form (*Attachment E*)
- Duration and Principal Signatories Form (*Attachment F*)
  
- (Attachment G)*
- Labor Exchange Program Summary (*Chart #1*)
- Title I Program Summary for Adults & Dislocated Workers (*Chart #2*)
- Title I Program Summary for Youth (*Chart #3*)
- Title I Performance Goals (*Chart #4*)
- Performance Goals Statement (*and Adjustment Narrative if applicable*)
  
- Integrated Budget Summary Form (*Attachment I*)
- Budget Narrative
- WIA Title I Youth Program Budget Form (*Attachment L*)
- Budget Modification Authorization Form (*Attachment M*)