



**Area 20/21**  
**Hocking - Fairfield**  
**Pickaway - Ross - Vinton**

### **Outreach and Recruitment Policy**

Outreach and Recruitment costs for the One-Stop system and workforce activities in Area 20/21 shall not exceed five percent of all funds awarded. Outreach and Recruitment costs/expenditures within the five percent cap are at the discretion of the administrative entities within the three county area.

Outreach and Recruitment include, but are not limited to: advertising; contacts with potential employers for the purpose of placement of WIOA participants; participation in business associations (such as chambers of commerce); joint labor management committees, labor associations, and resource centers and WIOA staff participation on economic development boards and commissions, and work with economic development agencies. Such costs must be directly related to WIOA program purposes and take into consideration prudence of cost and effectiveness.

Outreach and Recruitment costs exceeding five percent of all funds awarded are required to be brought before the Chair of the Workforce Investment Board for signature prior to expenditure. Such a request must be accompanied by a justification to be considered for approval.