

INSTRUCTIONS FOR FORM C

**CERTIFICATION FORM
LOCAL WORKFORCE INVESTMENT BOARD**

Complete each of the items on Parts I and II

PART I – Use as many sheets as necessary

Local Workforce Investment Board Name: Enter the official name of the Local Workforce Investment Board.

Name and Title of Board Member: Enter the name and title of each board member and check the corresponding box for the sector they represent. Also, enter the term of office for each board member in number of years, e.g., 1, 2, 3, etc.

Subtotal Enter a subtotal for each sector for each sheet used.

Page__of__ Enter the page number and total number of pages in the certification package.

PART II

Local Workforce Investment Area (LWIA) #: Enter the official LWIA number assigned by the State.

of Members: Enter the total number of Board members.

Certification Period: Leave first date period blank. Enter June 30, 2002 for the second date period.

Total: Enter the total number of Board members for each sector.

Percent of Total: Enter the percent of total for the business sector board members.

Action by Chief Local Elected Official: Enter the name of the Local Board and the LWIA #. Provide the signature and title of the Chief Local Elected Official for the jurisdiction, which is the grant recipient for the WIA funds. Enter the date signed.

Action by the Governor: Do Not Write in this Section.

A copy of this form will be returned to the Chief Local Elected Official (whose signature appears on the form), once the Governor certifies the Local Board.