

# Mass Workforce Issuance

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**Workforce Issuance No. 09-37**

Policy  Information

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**To:** Chief Elected Officials  
Workforce Investment Board Chairs  
Workforce Investment Board Directors  
Title I Administrators  
Career Center Directors  
Title I Fiscal Officers  
DCS Regional Managers

**cc:** WIA State Partners

**From:** Michael Taylor, Director  
Department of Workforce Development

**Date:** May 29, 2009

**Subject:** **WIA and Wagner-Peyser Performance Accountability Reporting under the American Recovery and Reinvestment Act**

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**Purpose:** To notify Local Workforce Investment Boards, One-Stop Career Center Operators and other local workforce investment partners of state reporting requirements for state reporting of performance for programs receiving additional funds under the American Recovery and Reinvestment Act. These include: WIA Adult and Dislocated Workers, WIA Youth (including summer youth employment), NEGs, and Wagner-Peyser Employment Service (including Reemployment Services grants).

**Background:** The American Recovery and Reinvestment Act (ARRA) requires an increased level of transparency with respect to the implementation and performance of ARRA funded programs and services. To meet this requirement, more robust information regarding participants and services is needed.

On May 21, 2009, the U.S. Department of Labor Employment and Training Administration (ETA) published Training and Employment Guidance Letter (TERGL) No. 24-08, Workforce Investment Act and Wagner-Peyser Act Performance Accountability Reporting for the American Recovery and Reinvestment Act of 2009. The TERGL provides instruction to states with regard to changes to program reporting requirements necessitated under the ARRA requirements.

**NOTE:** While state reporting procedures must be adjusted to meet these requirements, *local area reporting requirements are not affected* by the changes described in TEGL No. 24-08.

Proscribed changes may be summarized according to the following categories:

- Performance Reporting;
- Identification of ARRA Participants;
- Reporting Frequency; and
- Performance Outcomes

### **Performance Reporting**

- Current quarterly and annual reports remain in effect with participants funded with both regular formula funds and additional ARRA funds included in the specified cohorts (with certain exceptions for WIA Youth and NEGs).
- New, *monthly* supplemental reports will now be required for WIA Adults, Dislocated Workers, WIA Youth and Wagner-Peyser and Reemployment Services. Generally, the monthly supplemental reports will report aggregate counts of participants that include both formula funded and ARRA funded participants and services

However, for NEGs, the supplemental reports will count only participants serviced with ARRA funds and the supplemental reports for WIA youth will count only participants funded with ARRA funding.

### **Identification of ARRA Participants**

- States will use a specified WIASRD reporting field for WIA Adult, Dislocated Workers, WIA Youth and NEG participants who have been serviced in whole or in part with ARRA funding.
- WIA Youth who are served only between May 1 and September 30 (the “summer” period) and participate only in summer employment will not be reported in the regular WIA Youth reports (WIASRD, quarterly, or annual reports).

### **Reporting Frequency**

- States will continue to submit current reports on a quarterly basis, 45 days after the end of the calendar quarter. WIA Annual Reports will continue to be submitted on October 1. WIASRD for PY 2008 will be submitted on October 15.
- Beginning with the 3<sup>rd</sup> quarter of PY 2009 (ending March 31, 2010) states will be required to submit WIA individual records (WIASRD) on all participants in WIA Title 1B and in NEGs on a quarterly basis.
- States will submit supplemental Adult and Dislocated Worker, NEG, WIA Youth Recovery Act and Wagner-Peyser reports on a monthly basis (on the 15<sup>th</sup> of each month beginning on July 15, for the month of June.

- The first Youth Recovery Act report will include any activity for participants served with ARRA funds prior to June as the summer period began on May 1.

### **Performance Outcomes**

- Performance measures for WIA Adult and Dislocated Workers will continue to be those measures specified in Section 136 of WIA
- Performance measures for Wagner-Peyser will continue to be those measures specified in TEGL No. 17-05.
- For youth served only between May 1 and September 30 and who participate only in summer employment, the only required performance indicator is *work readiness*.
- For youth served with ARRA funding, but who do not participate in summer employment, or served before May 1 or beyond September 30, the full set of WIA Youth measures (or youth common measures for states with a current waiver to report only common performance measures) will still apply.

TEGL No. 24-08 specifically addresses performance accountability reporting, which is different from reporting requirements described in Section 1512 of the ARRA. Separate guidance is forthcoming with respect to the reporting requirements of Section 1512.

To access TEGL No. 24-08 click on the following link:

<http://wdr.doleta.gov/directives/attach/tegl/TEGL24-08acc.pdf>

It is recommended that, for informational and background purposes, local areas review the new monthly, state-level reports that are to be submitted beginning in July, 2009. The reports are found as Attachments A, B and C on the website

**Required:** Please assure that all appropriate staff are informed of the content of this Issuance.

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