

## ATTACHMENT K

### INSTRUCTIONS FOR PROPOSING LOCAL PERFORMANCE GOALS FOR FISCAL YEAR 2014

#### State Performance Goals

The U.S. Department of Labor, Employment and Training Administration (DOLETA) provided guidance for negotiating Fiscal Year 2014 (federal Program Year 2013) performance goals in Training and Employment Guidance Letter (TEGL) 26-12, *Negotiating Performance Goals for the Workforce Investment Act (WIA) Title IB Programs and Wagner-Peyser Act Funded Activities for Program Year (PY) 2013*, dated May 6, 2013. Pursuant to this guidance, the Department of Career Services submitted proposed goals to the ETA Regional Office on May 15, 2013. Notification of this submittal was provided in MassWorkforce Issuance 13-27, *Proposed Massachusetts Performance Goals for PY 2013*, issued May 17, 2013.

In reviewing the State's proposed goals, ETA considered past performance, economic factors, service populations, national performance goal targets, and regression based state and local performance analyses. The ETA Regional Office notified DCS on June 4, 2013 that Massachusetts' proposed goals were accepted. The Fiscal Year 2014 State goals, approved by DOL, are presented below.

<b>FY2014 Massachusetts State Performance Goals</b>	
<b>WIA Adult Measures</b>	
Entered Employment Rate	83%
Employment Retention Rate	90%
Six Month Average Earnings	\$12,700
<b>WIA Dislocated Worker Measures</b>	
Entered Employment Rate	85%
Employment Retention Rate	95%
Six Month Average Earnings	\$21,000
<b>WIA Youth Measures</b>	
Placement in Employment/Education	81%
Attainment of Degree/Certificate	72%
Literacy/Numeracy Gain	45%
<b>Wagner-Peyser Measures</b>	
Entered Employment Rate	57%
Employment Retention Rate	85%
Average Earnings in 2 <sup>nd</sup> & 3 <sup>rd</sup> Quarter	\$17,300

#### Local Performance Goal Adjustments

For FY 2014, local areas may accept the State goals on any or all WIA measures; or, local areas may request a change from the State level on any WIA measure by providing a justification for the proposed adjustment. There are no local adjustments to the State Wagner-Peyser goals.

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The following guidelines should be followed when proposing a local WIA performance goal that differs from the State goal.

1. The proposed local goal may not be lower than the local goal level for FY 2013.
2. If an area's performance on the measure was at or above 110% of goal in the 3<sup>rd</sup> quarter of FY 2013 (Attachment K1), DCS will look for a proposed increase in the area's goal level for FY 2014. Areas may propose a goal level that is higher than the State goal.
3. The minimum acceptable local goal level for FY 2014 on the Youth Literacy/Numeracy measure is 30%.

The detailed regression analysis data provided by DOLETA is available to local areas if they wish to consider it in setting their goals. Les Abramowitz ([labramowitz@detma.org](mailto:labramowitz@detma.org)) will extract the relevant tables and provide them upon request. Please email Les directly.

Local areas may utilize the charts created for FY 2011 (Issuance 10-48, attachment H) to adjust the FY2014 State goals based on service to special populations, provided that they update the data to FY2013. The CCPR data for FY2013-Q3 is available on [massworkforce.org](http://massworkforce.org) by going to the CCPR tab. Another reference for use in developing local goals is *FY2012 WIA Title Annual Performance Results* (MassWorkforce Issuance #12-56), also available from the CCPR tab.

#### **Performance Assessment**

The federal standards apply in determining performance for WIA programs. The floor for acceptable performance is 80 percent of the negotiated level of performance. Performance on an individual measure is interpreted according to the criteria below.

Exceeds:	Actual performance is greater than 100.0% of the negotiated level.
Meets:	Actual Performance is between 80.0% and 100.0% of the negotiated level.
Fails:	Actual Performance is less than 80.0% of the negotiated level.

#### **Submitting Local Goal Proposals**

Each LWIB must accept the State goal or propose a different goal for each WIA measure using **Attachment K2: Local Area FY 2014 Performance Goals Request Form**. The LWIB must submit a detailed justification for each goal change requested from the State level.

**The Request Form must be submitted by email to Lisa Caissie at [lcaissie@detma.org](mailto:lcaissie@detma.org) by July 19, 2013. Please make sure to complete the top section of the form with the name and email of the individual to be contacted to discuss the proposal if there are questions, and, most importantly, the name of the Workforce Area.**