

II. Program-Specific Recovery Plan for Recovery.gov (Q 2.8 of Guidance)	
DOL Agency MAX ID and name: Employment and Training Administration	
Recovery Program: Workforce Investment Act Section 166 Native American Program, Supplemental Youth Services Program	
Does this program align with an existing PART program?	10002374 – Workforce Investment Act Native American Programs
Does this program align with an existing CFDA program?	17.265
1. Objectives:	
Program Purpose	The Indian and Native American Supplemental Youth Services Program (SYSP) provides summer and year-round employment and training activities for Indian, Alaska Native, and Native Hawaiian individuals between the ages of 14 and 24. The goal of the SYSP is to increase job placements and educational attainment. Program resources are targeted to at-risk and the neediest youth who face substantial barriers to educational and employment success.
Public Benefits	The Indian and Native American SYSP decreases the barriers to educational and employment success for at-risk and hard to service Native American youth.
2. Projects and Activities:	
Kinds and scope of projects and activities to be performed	<p>Services available to youth include tutoring, alternative schools, occupational training, work experience, leadership development, mentoring, counseling, supportive services, and on-going career counseling after a youth exits the program. The Recovery Act extends the youth eligibility age from 21 to 24 and provides \$17.8 million in additional funding to States for Native American youth activities, including summer employment for youth. These funds are a portion of the \$1.2 billion that the Recovery Act provided for WIA Youth activities.</p> <p>In accordance with Sec. 801 of the Recovery Act, up to one percent of the program funds provided may be used for management and oversight of the program. These funds will be expended in accordance with the operating plan submitted to the Office of Management and Budget and Congress.</p> <p>Grantees offering employment and training services to Indian and Native American youth provide year-round and summer youth opportunities, and needs-related payments.</p>
Summer Youth Employment	Summer youth employment to increase work readiness skills of Indian and Native American Youth. This activity increases the pipeline of available skilled labor in local Indian communities. This is the primary activity grantees will engage in through the life of Recovery funds.
Year Round Services	In addition to summer youth program, other year round services are made available to youth including: culturally relevant activities mentoring job placement, occupational training, internship placements, basic work readiness skills, GED preparation, and leadership development opportunities.

3. Characteristics:	
Types of Financial Awards to be used	A - Formula grants
Type of Recipient	Federal and Tribal Governments
Type of Beneficiary	Youth (ages 14 – 24)
4. Major Planned Program Milestones:	
Allotments and Implementation Guidance Published	DOL announced, in Training and Employment Guidance Letter (TEGL) 16-08, allotments to Indian and Native American Program (INAP) grantees for training and employment services as specified in the Recovery Act and provided further policy guidance and direction regarding the Recovery Act funding for activities authorized under the Workforce Investment Act (WIA), Subtitle D, Section 166, Native American Programs. Through this guidance, ETA also provided specific instructions about the requirements for Indian and Native American grantees to modify the currently approved two-year plan.
	Completed: March 19, 2009
Grant Agreements Signed	Grant addenda were signed by Grantees and returned to the Employment and Training Administration on March 11, 2009. The grant addenda bound grantees to new safeguards as outlined in the American Recovery and Reinvestment Act of 2009 (Recovery Act).
	Completed: March 11, 2009
Modification to 2-year Plans	Grantees receiving WIA Section 166 INA summer youth funding under the Recovery Act are required to submit a modification to their current two year plan, which should describe the delivery of program services specific to Recovery Act funding.
	Completed: April 20, 2009
Quarterly Financial and Performance Reports	Quarterly financial and program reports are due 45 days after the end of each quarter, by Program Year, according to ETA WIA and Wagner-Peyser Act reporting policy. Program Year 2008 began on July 1, 2008.
	Expected Completion Date: Ongoing through August 15, 2011.
5. Monitoring and Evaluation:	
<p>The Department has established reporting systems and Office of Management and Budget-approved forms that grantees use to track, document and report expenditures and performance on a regularly scheduled basis that provides updated information to ETA at a minimum of once a quarter. Grantees are required to certify the accuracy of these reports prior to submitting them to ETA through the established electronic systems.</p> <p>ETA uses its Grants Electronic Management System (GEMS) and other related electronic data collection systems to conduct and document quarterly desk reviews of financial obligations, expenditures and program performance. Grantees identified as “high risk grantees” through these reviews are given priority attention for on-site monitoring. ETA’s quarterly desk reviews along with on-site reviews are used to identify potential risks and encourage program improvements through technical assistance and training. Additionally, federal regulations require that WIA fund recipients and sub-recipients continuously monitor grant-supported activities. ETA Federal Project Officers review the States’ monitoring efforts during on-site visits.</p>	

ETA Regional Offices will be conducting “Regional Readiness Consultations” with state and local areas during April and May 2009. The results of the consultations will be analyzed and will inform ETA of specific technical assistance needs required for states and local areas to successfully implement Recovery Act-funded programs.

To further ensure that funds are spent on the intended purpose and accurately reported, DOL requires all grantees to submit single audits annually. ETA works with grantees to resolve any audit findings through additional reviews and the development and implementation of corrective action plans.

ETA conducts a final review of each grantee’s expenditures and performance during the grant close-out process.

As for program evaluations, DOL is in the process of developing a plan for evaluating several components of the Recovery Act-funded programs. These evaluations will likely be implementation studies.

Top Management Challenges identified by the Office of Inspector General for the Department include:

Improving Performance Accountability of Grants

All state and local government and nonprofit recipients that expend \$500,000 or more in Federal assistance in one year are required by the Single Audit Act to obtain an annual audit by an independent public accountant. A challenge for the Department is that grantees’ audits conducted under the Single Audit Act are not always completed in a timely manner. Therefore, ETA has implemented a procedure for annually reviewing ETA grantees’ Single Audit Act report status and sending written notifications to grantees whose single audit reports are delinquent.

Issue	Actions Remaining
Single Audits	
Send follow up letters to grantees who continue to be delinquent	No action to report.
	November 2009
Codify standard operating procedures into Procedures Manuals.	To date, procedures have been updated to include steps for sending delinquent notices to grantees once the list has been received from the accounting office.
	FY 2009

6. Measures:

Measure Text	Number of Participants Placed in Summer Employment
Measure Type	Output
Measure Frequency	Monthly
Direction of Measure	Increasing
Unit of Measure	Number of Participants
Explanation of Measure	This indicator is the count of youth participants served with Recovery Act funds that are placed in summer

	employment. Summer employment is any of the allowable WIA Youth program services that occur during the “summer” months May 1 – September 30, as long as it includes a work experience component. DOL does not currently track the number of youth in summer employment, but will track this measure for youth served by Recovery Act funds. DOL is working to set a target for this measure.
Year	2009
Original Program Target	NA
Revised Full Program Target	New target only for Recovery Act funding
Targeted ARRA Increment	TBD
Actual	
Goal Lead	Gay Gilbert, Administrator Office of Workforce Investment
Measure Text	Summer Employment Completion Rate
Measure Type	Outcome
Measure Frequency	Monthly
Direction of Measure	Increasing
Unit of Measure	Percentage
Explanation of Measure	This indicator measures the percentage of youth participants who complete their summer employment work experience by the scheduled end date. DOL does not currently track the completion rate for summer employment, but will track this measure for youth served by Recovery Act funds. DOL is working to set a target for this measure.
Year	2009
Original Program Target	NA
Revised Full Program Target	New target only for Recovery Act funding
Targeted ARRA Increment	TBD
Actual	
Goal Lead	Gay Gilbert, Administrator Office of Workforce Investment
Measure Text	Work Readiness Attainment Rate
Measure Type	Outcome
Measure Frequency	Annual
Direction of Measure	Increasing
Unit of Measure	Percentage
Explanation of Measure	For those youth participating in summer employment programs, a measurable increase in work readiness skills including world-of-work awareness, labor market knowledge, occupational information, values clarification and personal understanding, career planning and decision making, and job search techniques (resumes, interviews, applications, and follow-up letters). They encompass survival/daily living skills, such as using the phone, telling time, shopping, renting an apartment, opening a bank account, and using public transportation. They also include positive work habits, attitudes, and behaviors, such as punctuality, regular

	attendance, presenting a neat appearance, getting along and working well with others, exhibiting good conduct, following instructions and completing tasks, accepting constructive criticism from supervisors and co-workers, showing initiative and reliability, and assuming the responsibilities involved in maintaining a job. This category also entails developing motivation and adaptability, obtaining effective coping and problem-solving skills, and acquiring an improved self image. DOL is working to set a target for this measure.
Year	2009
Original Program Target	Baseline
Revised Full Program Target	New target only for Recovery Act funding
Targeted ARRA Increment	TBD
Actual	
Goal Lead	Gay Gilbert, Administrator Office of Workforce Investment
Measure Text	Placement in Employment or Education
Measure Type	Outcome
Measure Frequency	Quarterly
Direction of Measure	Increasing
Unit of Measure	Percentage
Explanation of Measure	This measure represents the percentage of participants who are in employment or enrolled in post-secondary education or training. This is a job training program common measure, which enables the Supplemental Youth Services program to describe in a similar manner the core purpose and results of the program compared to other education, employment and job training programs. Common measures remove a barrier to service integration among programs by ensuring that programs no longer have different definitions and methodologies for measuring performance. In this case, the performance indicator measures how many participants got a job according to the following formula: Of those who are not in post-secondary education or employment (including the military) at the time of participation in the program – numerator: enter the total number of participants who were placed in unsubsidized employment or enrolled in post-secondary or advanced training/occupational skills training in the first quarter after the exit quarter; denominator: enter the total number of participants who exit during the quarter. There is no targeted ARRA increment. The target was set using a regression model based on past program results and the unemployment rate. Because of the high unemployment rate and a contracted economy, DOL does not expect that Recovery Act funding will allow the program to improve its placement in employment/education rate in the short-term. However, the funds will allow more youth to have summer work experiences, as show by the outcome measures explained in this plan.
Year	2009
Original Program Target	58.5%
Revised Full Program Target	58.5%
Targeted ARRA Increment	0
Actual	

Goal Lead	Gay Gilbert, Administrator Office of Workforce Investment
7. Transparency and Accountability:	
<p>Consistent with the transparency and accountability objectives of the Recovery Act, states will submit a new monthly report reflecting the aggregate counts of youth whose participation in employment and training services is Recovery Act-funded. The report will record the number of participants (new and total), their characteristics, the number engaged in summer youth employment, services received, and attainment of work readiness. Participation in summer employment is a new data element whose collection is required because the Recovery Act authorizes summer youth employment. Additionally, data pertaining to the attainment of a work readiness skill by summer employment participants will be collected. Work readiness represents the only outcome measure that will apply to summer employment.</p> <p>ETA will post the summary of program data on the ETA website, the DOL Recovery webpage, and Recovery.gov.</p> <p>The Department of Labor cost accounting model used for regular appropriations will be applied to the WIA Indian and Native American program.</p>	
8. Federal Infrastructure Investments:	
NA	
9. Barriers to Effective Implementation:	
NA	
10. Environmental Review Compliance:	
NA	