

<b>II. Program-Specific Recovery Plan for Recovery.gov (Q 2.8 of Guidance)</b>	
<b>DOL Agency MAX ID and name: Employment and Training Administration</b>	
<b>Recovery Program: Wagner-Peyser Act Employment Service</b>	
Does this program align with an existing PART program?	10002376 Employment Service
Does this program align with an existing CFDA program?	17.207
<b>1. Objectives:</b>	
Program Purpose	DOL and its grantees strive to improve outcomes for job seekers and employers who receive employment and workforce information services through the nation's One Stop Career Centers. Funded through the Wagner-Peyser Act, the Employment Service assists nearly 16 million job seekers each year. Services, which may include job search, referral, and placement assistance, help workers obtain jobs and give employers access to skilled workers who will help them compete in the global economy.
Public Benefits	<p>Services are designed to help both employed and unemployed workers obtain jobs and give employers access to skilled workers who will help them compete in the global economy. In addition, One Stop Career Centers provides customized services to clients with special needs such as Unemployment Insurance (UI) claimants identified as likely to exhaust their benefits, individuals with disabilities, veterans, and migrant and seasonal farm workers.</p> <p>Employment and workforce information services that account for unique local and regional labor market conditions and reflect workers' needs are critical to achieving successful outcomes for job seekers and employers. Services are provided in collaboration with a wide array of workforce investment partners and are coordinated with other services available through One Stop Career Centers, such as training, child care, and transportation. Most services can be accessed electronically at <a href="http://CareerOneStop.org">CareerOneStop.org</a>, but many participants are referred to staff for personalized assistance and co-enrolled in Workforce Investment Act (WIA) programs.</p>
<b>2. Projects and Activities:</b>	
Kinds and scope of projects and activities to be performed	<p>One Stop Career Centers offer core services such as job matching, referral, assessments, a wide array of workforce and labor market information and career guidance, as well as intensive services such as assessments, testing, and workshops. Under the Recovery Act, the Department will spend \$400,000,000 to fund core services, with \$250,000,000 of those funds to be used by States for reemployment services for Unemployment Insurance claimants (including the integrated Employment Services and Unemployment Insurance information technology required to identify and serve the needs of such claimants).</p> <p>In accordance with sec. 801 of the Recovery Act, up to one percent of the program funds provided (\$4 million) may be used for management and oversight of the program. These funds will be expended in accordance with the operating plan submitted to OMB and Congress.</p>

<p>General Wagner-Peyser Act Labor Exchange Services</p>	<p>Through the Employment Service system, core and intensive services are available universally to jobseekers and include:</p> <ul style="list-style-type: none"> <li>• assessment of skill levels, abilities and aptitudes;</li> <li>• career guidance when appropriate;</li> <li>• job search workshops; and</li> <li>• referrals to employers.</li> </ul> <p>The services offered to employers include:</p> <ul style="list-style-type: none"> <li>• referral of job seekers to job openings;</li> <li>• matching job requirements with job seeker experience, skills and other attributes;</li> <li>• helping with special recruitment needs;</li> <li>• assisting employers analyze hard-to-fill job orders; and</li> <li>• assisting with job restructuring.</li> </ul> <p>Other key services include:</p> <ul style="list-style-type: none"> <li>• a computerized career information system including access to State job bank resources and institutions and organizations that provide training;</li> <li>• the development and distribution of state and local workforce information which allows job seekers, employers, and providers and planners of job training and economic development to obtain information about job opportunities, regional job vacancies, labor supply, labor market or workforce trends, and the market situation in particular industries; and</li> <li>• under section 7(b), 10 percent of the Wagner-Peyser Act funds allotted are reserved for use in other areas, including performance incentives for public Employment Service offices, services for groups with special needs, and the extra costs of exemplary models.</li> </ul>
<p>Reemployment Services</p>	<p>Reemployment Services are targeted to unemployment insurance claimants, and include job search and placement services to job seekers including counseling, testing, occupational and labor market information, assessment, and referral to employers, and appropriate recruitment services and special technical services for employers. Specifically, these services may include:</p> <ul style="list-style-type: none"> <li>• Services provided to UI claimants identified through the UI profiling system as likely to exhaust their UI benefits;</li> <li>• In-person staff assisted services;</li> <li>• Initial claimant reemployment assessments;</li> <li>• Career guidance and group and individual counseling, including provision of materials, suggestions, or advice which are intended to assist the job seeker in making occupation or career decisions;</li> <li>• Provision of labor market, occupational, and skills transferability information that clarifies claimants' reemployment opportunities and skills used in related or other industries;</li> <li>• Referral to job banks, job portals, and job openings;</li> <li>• Referral to employers and registered apprenticeship sponsors;</li> <li>• Assessment, including interviews, testing, individual and group counseling, or employability planning;</li> </ul>

	<ul style="list-style-type: none"> <li>and</li> <li>• Referral to training by WIA-funded or third-party service providers.</li> </ul>
<b>3. Characteristics:</b>	
Types of Financial Awards to be used	A - Formula Grants
Type of Recipient	State
Type of Beneficiary	Individual
<b>4. Major Planned Program Milestones:</b>	
Allotments Announced	The Department announced, in Training and Employment Guidance Letter (TEGL) No. 13-08, allotments to states and outlying areas for training and employment services as specified in the Recovery Act for activities under the Workforce Investment Act Adult, Dislocated Worker and Youth Program; and Wagner-Peyser Act (including Reemployment Services)
	Completed: March 6, 2009
Grant Agreements Signed	Grant agreements were signed by states and outlying areas on March 17, 2009, which allowed for timely Notice of Obligations. The grant agreements bound grantees to new safeguards as outlined in the Recovery Act.
	Completed: March 17, 2009
Implementation Guidance Issued	The Department issued the Implementation Guidance on March 18, 2009 in TEGL No. 14-08. The guidance outlines the Department's expectations for implementing the Workforce Investment Act and Wagner-Peyser Act funding in the Recovery Act and state planning requirements for Program Year 2009.
	Completed: March 18, 2009
State Plan Extension Requests	All states are required to submit 5-year state plans as a condition of receiving WIA and Wagner-Peyser funds. ETA breaks this planning cycle into a pair of 2-year plans and a 1-year plan. These plans outline short- and long-term implementation strategies for the statewide workforce investment system. All state plans can be accessed at <a href="http://www.doleta.gov/USWORKFORCE/WIA/planstatus.cfm">http://www.doleta.gov/USWORKFORCE/WIA/planstatus.cfm</a> . In keeping with the state planning schedule, all states submitted a request to extend into PY 2009 their current WIA and Wagner-Peyser Act State Plan along with proposed levels of performance. ETA also waives certain provisions of WIA to support states in their workforce development efforts. States also submitted requests for current waivers that they wanted to extend.
	Completed: April 15, 2009
States to Allot Funds to Local Workforce Areas	Within 30 days of receipt of the Recovery Act funds (April 20, 2009), states allotted WIA and Wagner-Peyser Act formula funds to the local areas.
	Completed: April 20, 2009
State Readiness Consultations	To support state implementation of Recovery Act WIA and Wagner-Peyser Act formula funds, ETA will conduct readiness consultations with each state. These consultations will inform ETA's technical assistance strategy. The consultations will take place in May, 2009.

	Expected Completion Date: May 31, 2009
State Plan Modifications	ETA requires all states to submit a State Plan modification describing strategies to respond to the economic downturn and implement the Recovery Act by June 30, 2009. This June 30, 2009 submission will cover the period of July 1, 2009 through June 30, 2010. ETA reviews and approves plans within 90 days of receipt of the plan.
	Expected Completion Date: June 30, 2009
Technical Assistance	To support state and local implementation of WIA and Wagner-Peyser Act formula funds provided in the Recovery Act, ETA is providing ongoing technical assistance in the form of Webinars, conference calls, and in-person meetings. All technical assistance Webinars can be accessed at <a href="http://economicrecovery.workforce3one.org">economicrecovery.workforce3one.org</a> .
	Expected Completion Date: Ongoing through June 30, 2011
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 reporting policy. Program Year 2008 began on July 1, 2008.
	Expected Completion Date: Ongoing through June 30, 2011
<b>5. Monitoring and Evaluation:</b>	
<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 reporting 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 each State establish and maintain a self-appraisal system for Employment Service operations to determine success in reaching goals and to correct deficiencies in performance. The self-appraisal system includes numerical (quantitative) assessment and non-numerical (qualitative) assessment. ETA Federal Project Officers review the States' appraisals during on-site visits.</p> <p>ETA Regional Offices are 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.</p> <p>To further ensure that funds are spent on the intended purpose and accurately reported, the Department 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.</p> <p>ETA conducts a final review of each grantee's expenditures and performance during the grant close-out process.</p>	

As for program evaluations, the Department 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.

**Single Audits**

Issue	Actions Remaining
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	Entered Employment Rate
Measure Type	Outcome
Measure Frequency	Quarterly
Direction of Measure	Increasing
Unit of Measure	Percentage

Explanation of Measure	The entered employment rate represents the percent of participants employed in the first quarter after exit from the program. This is a Federal job training program common measure, which enables the Wagner-Peyser Act funded Employment Service (ES) to describe in a similar manner the core purposes and results of the program compared to other education, employment and job training programs. For example, while ES provides universal access through One Stop Career Centers and electronic tools, the ultimate outcomes for this program are the same as other more targeted employment and 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 employed at the date of participation – the number of participants who are employed in the first quarter after the exit quarter divided by the number of participants who exited during the quarter. There is no targeted ARRA increment. The
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	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 entered employment rate in the short-term. However, the funds will allow more individuals to receive services. This output measure is shown below.
Year	2009
Original Program Target	59.0 percent
Revised Full Program Target	59.0 percent
Targeted ARRA Increment	0
Actual	
Goal Lead	Gay Gilbert, Administrator Office of Workforce Investment
Measure Text	Employment Retention Rate
Measure Type	Outcome
Measure Frequency	Quarterly
Direction of Measure	Increasing
Unit of Measure	Percentage
Explanation of Measure	The employment retention rate represents the percentage of participants employed in the first quarter after program exit who are still employed in the second and third quarters after exit from the program. This is a Federal job training program common measure, which enables the Wagner-Peyser Act funded Employment Service (ES) to describe in a similar manner the core purposes and results of the program compared to other education, employment and job training programs. For example, while ES provides universal access through One Stop Career Centers and electronic tools, the ultimate outcomes for this program are the same as other more targeted employment and 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 retained their employment once placed in a job, according to the following formula: of those who are employed in the first quarter after the exit quarter – the number of participants who are employed in both the second and third quarters after the exit quarter divided by the number of participants who exited 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 employment retention rate in the short-term. However, the funds will allow more individuals to receive services. This output measure is shown below.
Year	2009
Original Program Target	78.6 percent
Revised Full Program Target	78.6 percent
Targeted ARRA Increment	0
Actual	

Goal Lead	Gay Gilbert, Administrator Office of Workforce Investment
Measure Text	Average Earnings
Measure Type	Outcome
Measure Frequency	Quarterly
Direction of Measure	Increasing
Unit of Measure	Dollars
Explanation of Measure	<p>This measure represents the average six-month earnings for program participants. This is a Federal job training program common measure, which enables the Wagner-Peyser Act funded Employment Service (ES) to describe in a similar manner the core purposes and results of the program compared to other education, employment and job training programs. For example, while ES provides universal access through One Stop Career Centers and electronic tools, the ultimate outcomes for this program are the same as other more targeted employment and 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 participants' average six-month earnings once placed in a job (note: the average earnings for a year can be obtained by doubling the performance measure result), according to the following formula: of those participants who are employed in the first, second, and third quarters after the exit quarter – total earnings in the second quarter plus total earnings in the third quarter after the exit quarter divided by the number of participants who exited 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 average earnings in the short-term. However, the funds will allow more individuals to receive services. This output measure is shown below.</p>
Year	2009
Original Program Target	\$10,708
Revised Full Program Target	\$10,708
Targeted ARRA Increment	0
Actual	
Goal Lead	Gay Gilbert, Administrator Office of Workforce Investment
Measure Text	<p>Monthly Performance Report Indicators:</p> <ul style="list-style-type: none"> <li>• Number of participants served <ul style="list-style-type: none"> <li>○ Number of UI claimants</li> <li>○ Number of UI Veterans</li> <li>○ Number of individuals with disabilities</li> </ul> </li> <li>• Number received workforce information services</li> <li>• Number referred to career guidance</li> <li>• Number received job search assistance</li> </ul>

	<ul style="list-style-type: none"> <li>• Number referred to employment</li> <li>• Number referred to WIA services</li> <li>• Number referred and placed in training, including WIA-funded training (RES only)</li> </ul>
Measure Type	Output
Measure Frequency	Monthly
Direction of Measure	Increasing
Unit of Measure	Aggregate Participant Counts
Explanation of Measure	Participant levels, by select target characteristics and service categories. This information will enable the Department to report on short-term indicators which are aligned with the intended use of Recovery Act expenditures. For example, it is the intent of the Wagner Peyser Act to increase services to UI claimants. Implementation guidance also stresses the need to provide assessments, career guidance, and referral to WIA training, as needed. This set of indicators will help describe the Department's progress in these areas on a consistent basis. The Department is working to develop targets for this output measure and will establish baselines and measure increases in future months, quarters, and years (until the life of funds expire).
Year	2009
Original Program Target	TBD
Revised Full Program Target	NA
Targeted ARRA Increment	TBD
Actual	
Goal Lead	Gay Gilbert, Administrator Office of Workforce Investment
<b>7. Transparency and Accountability:</b>	
<p>Consistent with the transparency and accountability objectives of the Recovery Act, states will submit supplemental monthly reports in addition to continuing to submit current quarterly and annual reports. Data for the supplemental monthly report will be extracted from the Wagner-Peyser Act quarterly report (ETA 9002A) and will include the number of participants served, the number of UI claimants served and the type of services received. Additionally, the report will distinguish between staff-assisted services and self-service.</p> <p>For Reemployment Services, states will report the same data elements as those collected in the Employment Service report. One additional data element will be added to the monthly report, .i.e., referral to training, including WIA-funded training. The report will identify participants whose services are Recovery Act funded. Recovery Act participants are defined as UI claimants who were identified for, or received, Recovery Act-funded staff-assisted services.</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 Employment Service.</p>	
<b>8. Federal Infrastructure Investments:</b>	
NA	
<b>9. Barriers to Effective Implementation:</b>	



NA
<b>10. Environmental Review Compliance:</b>
NA