

- States currently submit a Quarterly Report (ETA 9090 – OMB Control No. 1205-0420) (submitted 45 days after the end of the calendar quarter) with the following information:
    - Aggregate participant counts by program (WIA Adults, Dislocated Workers, Youth, and National Emergency Grants);
    - Aggregate training counts (for WIA Adults and Dislocated Workers only); and
    - Aggregate counts of outcomes against performance measures (reports on exiters and depending on measure, reports on individuals who exited anywhere from 15 to 22 months prior to the reporting date).
  - States also submit a WIA Annual Report (ETA 9091 – OMB Control No. 1205-0420) on their performance outcomes (National Emergency Grants participants are not included in this report).
  - States also submit an individual record (WIASRD--OMB Control No. 1205-0420) on program exiters that includes individual characteristics/ demographics, services received, and outcomes achieved.
- *Wagner-Peyser Act programs (Employment Service (ES) Grants and Reemployment Services Grants)*

For the Wagner-Peyser Act programs, states will continue to submit required quarterly aggregate reports, and include participants whose services are financed with regular Wagner-Peyser Act formula funds *and/or* Recovery Act funds.

States submit quarterly aggregate reports required under the Labor Exchange Reporting System (ETA 9002 and VETS 200 series – OMB Control No. 1205-0240) 45 days after the end of the calendar quarter, on participant characteristics, services received and exiter outcomes. States will include in these reports all participants whose services are financed with regular Wagner-Peyser Act formula funds and Recovery Act funds for both Employment Service and Reemployment Services grants. No individual participant information is reported to ETA.

### **Supplemental Monthly Reports**

Consistent with the principles of transparency and accountability, ETA recognized the need to collect participant and performance information more frequently than quarterly to inform policymakers and the public about the progress of the Recovery Act's implementation and, coupled with regular formula funds, about the labor market outcomes it leverages for job seekers.

Information currently reported quarterly for WIA programs does not provide any detail on the services accessed by participants. Additionally, this information is not submitted in time to comply with the requirement to make information available on [www.recovery.gov](http://www.recovery.gov) 10 days after the end of the calendar quarter. Similarly, the Wagner-Peyser Act reports are submitted 45 days after the end of the calendar quarter, and by relying on the quarterly reports alone, information about progress would be lagged and would not meet the Recovery Act's statutory time requirement for reporting information about the effects of the Recovery Act.

To record the impact of the Recovery Act resources, more current information on participants and the services received is essential. Therefore, to obtain a more robust look at participants and services provided with the additional Recovery Act resources, ETA has developed new, required supplemental reports. Under these new supplemental reports, states are required to submit information that states already collect; however, states are required to submit the supplemental reports monthly. Again, this information will be used as a proxy for certain data elements required by Section 1512 of the Recovery Act.

For all supplemental reports, data elements are taken from existing reporting requirements, with two exceptions (one for Wagner-Peyser Reemployment Services and one for WIA Youth Recovery Act services). This will keep the reporting burden on states to a minimum.

For the WIA Adults and Dislocated Workers programs, and the Wagner-Peyser Employment Service, states will report counts of people whose services were financed by either the regular formula funds and/or the Recovery Act funds in these supplemental reports.

The specific identification of WIA Adults, Dislocated Workers, and Wagner-Peyser Employment Service individuals served with Recovery Act funds only versus 'regular' formula funds is a challenge since there are no differentiating eligibility requirements specified in the Act. It is further complicated by the fact that Recovery Act funds must be spent concurrently with ongoing funding streams for these programs specified in the Recovery Act. Therefore, because characteristics and eligibility are identical and because services may well be paid for with both regular and Recovery Act funds it is not possible for states and local service providers to distinguish who is a "Recovery Act" participant in any meaningful way.

Required supplemental monthly reports will contain the following information:

- **For WIA Adults**, states will report aggregate counts of all participants, including those whose services are funded with regular WIA Adult formula funds and Recovery Act funds. States will report aggregate counts on those participants

who are low-income, those receiving Temporary Assistance to Needy Families and other public assistance, the number of UI claimants, Veterans, and individuals with disabilities, numbers in training and type of training, and numbers receiving supportive services. Reporting this participant information reflects the Congressional intent about the use of the Recovery Act resources to serve low-income individuals and provide training services and the support necessary to stay in training.

- **For WIA Dislocated Workers**, states will report aggregate counts of all participants, including those whose services are funded with regular WIA Dislocated Worker formula funds and Recovery Act funds. States will report the number of UI claimants, Veterans, and individuals with disabilities, numbers in training and type of training, and numbers receiving supportive services.
- **For National Emergency Grants** funded with Recovery Act resources only, states will report aggregate counts of participants, including the number of UI claimants, Veterans, and individuals with disabilities, numbers in training and type of training, and numbers receiving supportive services.

No new data element collection is proposed for the WIA Adult and Dislocated Worker programs and National Emergency Grants. The data elements contained in the supplemental monthly report are part of the current data collection requirements for the WIA individual record (WIASRD). This information has been reported to ETA on an annual basis on exiters once the individual has exited the program or the One-Stop system. States will now submit an aggregate extract of that information to ETA on participants, on a monthly basis. See Attachment A for the layout of the specific information to be collected for these programs.

- **For WIA Youth**, reporting will be different. States will be required to distinguish youth served with Recovery Act funds from youth served with regular WIA funds and report “Recovery Act” youth separately in a supplemental monthly youth report. In this supplemental report, states will report aggregate counts of all Recovery Act youth participants, including the characteristics of participants, the numbers of participants in summer employment, services received, attainment of a work readiness skill, which is required in the Recovery Act, and completion of summer youth employment.

Three factors in the Recovery Act make it necessary to create a separate reporting mechanism for the WIA Youth portion of the Recovery Act funding:

1. An emphasis on using funds for summer employment (currently not collected in the WIA quarterly or annual report and only collected as an activity for exiters in the WIASRD);
2. A change in eligibility increasing the age limit to 24; and
3. The application of the work readiness performance indicator as the only measure used to assess the effectiveness of Recovery-Act funded summer employment.

All youth served with any Recovery Act funds are to be reported on the supplemental monthly report. If Recovery Act youth are only served between May 1 and September 30 (the “summer” period) and participate in summer employment, the only performance indicator required for these youth is the work readiness indicator. These youth are only reported in the supplemental youth report and not reported in the regular WIA Youth reports (WIASRD, quarterly, or annual reports) regardless of service mix.

If a youth served with Recovery Act funds does not participate in summer employment or is served before May 1 or beyond September 30, he/she would also be included in the regular WIA reports (WIASRD, annual report, quarterly report) and be subject to the full set of WIA Youth measures or youth common measures for those states that have a waiver to report outcomes for common measures only. (States may apply for a waiver that would allow states to use the work readiness indicator as the only indicator of performance for 18 to 24 years old youth who participate in a Recovery-Act funded work experience only beyond the summer months.)

Any youth who is served by both Recovery Act funds and regular WIA Youth funds is required to be reported in this supplemental monthly report and in the regular WIA Youth reports.

See Attachment B for additional details on the information to be collected on WIA Youth Recovery Act services.

- **For the Wagner-Peyser Act Employment Service and Reemployment Services Grants**, states will be required to submit supplemental reports of aggregate counts of all participants whose services are financed with regular Wagner-Peyser Act formula funds *and* Recovery Act funds (i.e., Employment Service and Reemployment Services).

States will report on the number of participants served, number of UI claimants served, number of Veterans served, and the type of services received. This information is currently reported in the existing Wagner-Peyser quarterly report (ETA 9002A).

Collectively, this monthly report will provide a complete picture of Wagner-Peyser Act services (e.g., ETA 9002 report = participants funded by: ES formula grants + supplemental Recovery Act ES + supplemental Recovery Act Reemployment Services). Omitting participants served by any of these funding streams in the ETA 9002 report will constitute an incomplete submission. The sum of three monthly reports during a given quarter should closely approximate the information provided in the quarterly report. (ETA understands that the combination of three monthly reports may contain some additional participants due to a participant receiving services in more than one month.)

One additional layer to the supplemental report will create a distinction between staff-assisted services versus those that are provided virtually (i.e., services self-accessed through the Internet, either in a One-Stop resource room or through any other remote location). Currently, states do report the number of “staff-assisted services” in the ETA 9002 quarterly report, and states may include counts on the number of persons who access services “virtually”. However, the current reporting requirements do not delineate between what modality was used to provide the services. See Attachment C for additional details on the information to be collected for the Wagner-Peyser Act program.

- **For the Wagner-Peyser Reemployment Services Grants**, states will report on the same data elements that are collected for the Wagner-Peyser Act Employment Service report, with one additional data element: *referral to training, including WIA-funded training*. A similar data element is used in the ETA Form 9048 (OMB Control No. 1205-0353) for Worker Profiling and Reemployment Services; however, it is not included in the ETA 9002 report. Since Reemployment Services Grants do not provide for training, this new data element will be crucial to see how often the system refers individuals to those programs that offer training interventions.

For the Reemployment Services Grants, states will identify Recovery Act-funded participants. All UI claimants who were identified for and received Reemployment Services Grants-funded staff-assisted services should be classified as Recovery Act-funded participants. As described in TEGL 14-08, ETA encourages states to provide more in-depth and intensive staff-assisted services to these individuals.

Two factors make it necessary to create a separate report for the Reemployment Services portion of the Recovery Act: (1) The Recovery Act makes a clear distinction between general Wagner-Peyser Act funds and Reemployment Services funds to support targeted services to Unemployment Insurance claimants. Oversight bodies, including Congress, have indicated the need to better understand the impact of the \$250 million dedicated to UI claimants; and (2) the Wagner-Peyser Act Employment Service serves over 14 million individuals each year. If Reemployment Services participants are not reported separately from the regular Wagner-Peyser Act reporting, ETA would not have the ability to analyze and track positive effects of the new Reemployment Services funds. Separate identification and reporting of these participants ensures that ETA can demonstrate accountability for resources expended by these grants.

IMPORTANT NOTE: Reemployment Services participants who are reported in the Reemployment Services monthly Recovery Act Report will also be included in the ES monthly Recovery Act Report (described further in the preceding bullet point).

See Attachment C for additional details on the information to be collected for the Reemployment Services Grants.

**5. How Recovery Act Participants will be Identified.** For the WIA Adult and Dislocated Worker programs, performance accountability information that reflects both regular formula-funded and Recovery Act-funded participant activities must be reported in the aggregate on the supplemental monthly report. *There is no distinction between these participants.*

However, ETA has modified the WIASRD layout to allow states to indicate which participants did receive services funded in part or in whole by Recovery Act funds. This type of identification will be helpful to identify outcomes achieved by these participants when they have completed the program services.

- For the WIA Adult, Dislocated Worker, and Youth programs, and National Emergency Grants, states will use WIASRD field number 326 to indicate participants who received services financially assisted in part or in whole by the Recovery Act. The one exception is if an individual participates in the Summer Youth Employment only (see below). The Data Reporting and Validation Software (DRVS) will be modified to allow states to identify exiters whose services were funded by the Recovery Act. States must complete WIASRD field 326 for WIA Adult, Dislocated Worker, Youth, and National Emergency Grant participants as follows: