

LOCAL AREA UNEMPLOYMENT STATISTICS PROGRAM

A. PROGRAM INFORMATION

The Local Area Unemployment Statistics (LAUS) program provides monthly estimates of labor force, employment, unemployment, and unemployment rates for the U.S. Census Bureau regions and divisions, States, and substate areas. Geographic coverage includes metropolitan statistical areas, micropolitan statistical areas, metropolitan divisions, combined statistical areas, counties, selected cities, and other areas. Estimates in the six New England States are based on the New England City and Town Area (NECTA) concept. Data are developed for the 50 States, the District of Columbia, and Puerto Rico.

The Bureau of Labor Statistics (BLS) funds and administers the LAUS program and provides conceptual, technical, and procedural guidance in the development of estimates. State agencies are responsible for preparation of estimates and publication of data in cooperation with the BLS.

The LAUS program uses data from the Current Population Survey, administrative data from the Unemployment Insurance (UI) System, and employment estimates from the BLS Current Employment Statistics (CES) and Quarterly Census of Employment and Wages (QCEW) programs.

The LAUS program uses the standardized procedures described in the Local Area Unemployment Statistics Program Manual, as well as those contained in the work statement and BLS technical memoranda. Applicants should put an "X" or a check mark in the spaces provided on the following pages to indicate agreement to comply with stated program requirements.

B. DELIVERABLES

Data items that must be delivered for the BLS to operate the LAUS program are described in summary below. There are monthly, annual, and "as necessary" requirements, and each item must be delivered according to the schedules specified in LAUS technical memoranda and on the following pages.

Content	Agree To Comply (Check Box)	Due Dates	Agree To Comply (Check Box)
1. Monthly estimates of the civilian labor force, employment, unemployment, and unemployment rate will be provided for the following areas:	[]	Preliminary estimates for the current month and revised estimates for the previous month will be provided according to the preset schedule. (Benchmarked, rather than revised, estimates will be transmitted for December.)	[]
a. States and model-based areas			
b. All metropolitan statistical areas, micropolitan statistical areas, metropolitan divisions, and combined statistical areas (NECTA equivalents in New England)			
c. All small labor market areas (SLMAs)			
d. All counties and county equivalents			

B. DELIVERABLES (CONTINUED)

Content	Agree To Comply (Check Box)	Due Dates	Agree To Comply (Check Box)
e. All cities and city equivalents (including townships, where applicable) with a population of 25,000 or more			
f. All parts of cities and city equivalents (including townships, where applicable) with a population of 25,000 or more that are located in more than one county			
g. All cities and towns in New England			
2. Data for Areas of Substantial Unemployment will be submitted as required by the Employment and Training Administration.	[]		
3. Data for such additional areas as may be required for legislative purposes will be developed and submitted on a reimbursable basis as necessary.	[]		
4. Monthly LAUS estimates for specified years will be revised annually, and annual averages developed, for the following areas:	[]	Benchmarked data will be provided on or before specified due dates provided annually via technical memoranda by the BLS.	[]
a. States and model-based areas			
b. All metropolitan statistical areas, micropolitan statistical areas, metropolitan divisions, and combined statistical areas (or NECTA equivalents in New England)			
c. All SLMAs			
d. All counties and county equivalents			
e. All cities and city equivalents (including townships, where applicable) with a population of 25,000 or more			
f. All parts of cities and city equivalents (including townships, where applicable) with a population of 25,000 or more that are located in more than one county			
g. All cities and towns in New England			

C. QUALITY ASSURANCE REQUIREMENTS

- | | Agree To
Comply
(Check Box) |
|--|-----------------------------------|
| 1. The State agency will provide such data and assistance as may be required for the BLS to determine that the employment and unemployment inputs used in the estimating methodology conform to established standards. | [] |
| 2. The State agency will correct any errors detected in the estimates or in the methodology used to develop them within the time frames mutually agreed upon by the BLS and the State agency. | [] |
| 3. The State agency will transmit estimates accompanied by supplemental information, including comments on estimates that exhibit questionable or large changes, such as those identified by the Questionable Data Edit in LAUS State System (LSS) Plus. | [] |
| 4. The State agency will maintain appropriate methods for implementing changes in the input data necessary to comply with legislative changes. | [] |
| 5. The State agency will provide an annual statement to the BLS detailing changes in UI legislation that impact the production of LAUS estimates. This statement will be completed according to the guidelines provided in technical memoranda. | [] |
| 6. The State agency will provide an annual statement to the BLS detailing changes in UI administrative practices and changes in UI computer systems and programming that have an impact on the LAUS program. This statement will be completed according to guidelines provided in technical memoranda. | [] |
| 7. The State agency will cooperate in assessing and maintaining the accuracy of UI inputs by participating in the UI Validation project and in the Residency Assignment project. | [] |
| 8. The State agency will keep abreast of changes to geopolitical entities that are LAUS areas within the State, including annexations, incorporations, secessions, and name changes, and notify the BLS formally of such changes no later than December 1. | [] |
| 9. The State agency will participate with the BLS in assessing the quality of commuter and interstate data retrieved from the UI ICON system. | [] |
| 10. The State agency will develop and maintain the ability to produce UI claims inputs for the proper November and December reference weeks (the week including the 5 th day or 12 th day, depending on the year), as directed through a technical memorandum. | [] |
| 11. The State agency will install LSS Plus software updates according to guidelines provided in the technical memorandum accompanying the software and use the new software to produce LAUS estimates. | [] |
| 12. The State agency, after BLS approval to use PROMIS to develop UI claims counts for LAUS estimation, will install PROMIS updates according to guidelines provided in the technical memorandum accompanying the software and use the new software to produce claims inputs to LSS Plus. | [] |
| 13. The State agency will participate with BLS in the evaluation of employment inputs for non-CES areas. | [] |

C. QUALITY ASSURANCE REQUIREMENTS (CONTINUED)

- | | Agree To
Comply
(Check Box) |
|--|-----------------------------------|
| 14. The State agency will share necessary input data, including commuter claims counts, interstate claims counts, and, as needed for residency adjustments, nonfarm wage and salary establishment-based employment with other States on a time frame that will allow all States to meet the pre-set LAUS schedule. | [] |
| 15. The State agency will use the LAUS Data Exchange System for all files generated within the LSS Plus system as part of providing other States with necessary input data. | [] |
| 16. The State agency will use the population- and claims- based disaggregation methodology for all LAUS disaggregated areas. | [] |
| 17. The State agency will post a copy of the LSS Plus database to EUSWeb within one workday of the due date for monthly or benchmarked estimates and update it when corrected estimates are transmitted . | [] |
| 18. The State agency will participate in testing LAUSOne to produce estimates for selected months in calendar year 2008, to test the system and become familiar with its operation. The details and dates will be specified in technical memoranda. | [] |
| 19. The State agency will transmit a calendar of their monthly data release dates in accordance with instructions in a technical memorandum. | [] |

D. STATE-SPECIFIC DATA REQUIREMENTS

1. States with Interstate Labor Market Areas:
State agencies with interstate labor market areas will provide each other with required handbook inputs, handbook estimates, and handbook-share information for these areas to allow all State agencies to meet the pre-set LAUS schedule. []
2. States with Interstate Combined Statistical Areas:
State agencies with components of interstate combined statistical areas will provide estimates for their metropolitan and/or micropolitan statistical areas (or NECTAs) to the controlling State(s) to allow those States to transmit the combined statistical area totals to BLS to meet the pre-set LAUS schedule. []
3. Hawaii:
Monthly and historical estimates of the civilian labor force, employment, unemployment, and unemployment rate are not required for Kalawao County. []

E. EXCLUSIONS

The deliverables and cost estimates for the LAUS program should reflect only activities associated with the development of labor force, employment, and unemployment estimates for BLS-required areas and activities associated with the publication of data. Conducting sample-based employment estimation is not part of the LAUS program.

F. EXPLANATION OF VARIANCES

Work Statement

State

CA Number

W9J__80__ __

NOTE: Please add additional pages as necessary

