

<b>EMPLOYMENT AND TRAINING ADMINISTRATION ADVISORY SYSTEM U.S. DEPARTMENT OF LABOR Washington, D.C. 20210</b>	<b>CLASSIFICATION</b> WIA/Performance
	<b>CORRESPONDENCE SYMBOL</b> PROTECH/OWI/ONR/ORIT
	<b>DATE</b>

TRAINING AND EMPLOYMENT GUIDANCE LETTER NO.

TO: ALL STATE WORKFORCE AGENCIES  
ALL STATE WORKFORCE ADMINISTRATORS  
ALL STATE WORKFORCE LIAISONS

FROM: DOUGLAS F. SMALL  
Deputy Assistant Secretary

SUBJECT: Workforce Investment Act and Wagner-Peyser Act Performance  
Accountability Reporting for the American Recovery and  
Reinvestment Act of 2009

**1. Purpose.** This purpose of this guidance is twofold. First, it provides guidelines for reporting performance accountability information for programs receiving additional funds under the American Recovery and Reinvestment Act of 2009 (Recovery Act). These programs include the Workforce Investment Act (WIA) Adult and Dislocated Worker programs, the WIA Youth program, including summer youth employment, National Emergency Grants, and the Wagner-Peyser Act Employment Service, including the Reemployment Services grants.

Guidance on performance accountability will be issued separately for the following programs receiving resources under the Recovery Act: the Senior Community Service and Employment Program (SCSEP); YouthBuild; Indian and Native American Youth grants; Competitive Grants in High Growth and Emerging Industry Sectors; and Trade Adjustment Assistance.

Second, this guidance also announces changes to the reporting requirements for the Workforce Investment Act Standardized Record Data (WIASRD), which is submitted by states on all individuals served with WIA funds who exit program or One-Stop system services.

**2. References.**

- American Recovery and Reinvestment Act of 2009 (Pub. L. 111-5)
- Workforce Investment Act of 1998 (WIA), as amended (29 U.S.C. 2801 et seq.)
- WIA regulations at 20 CFR Part 666

<b>RESCISSIONS</b> None	<b>EXPIRATION DATE</b> Continuing
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- Wagner-Peyser Act, as amended (29 U.S.C. 49 et seq.)
- Training and Employment Guidance Letter (TEGL) 17-05, “Common Measures Policy for the Employment and Training Administration’s (ETA) Performance Accountability System and Related Performance Issues”
- Training and Employment Notice (TEN) 9-08, “Program Year 2007/Fiscal Year 2008 Performance Reporting and Data Validation Timelines”
- TEGL 14-00, Change 1, “Guidance on the Workforce Investment Act (WIA) Management Information and Reporting System”
- TEGL 14-00, Change 2, “Workforce Investment Act Annual Report Narrative”
- TEGL 11-01, “Guidance on Revising Workforce Investment Act State Negotiated Levels of Performance”
- TEGL 09-08, “Negotiating Performance Goals for the Workforce Investment Act Title IB Programs and Wagner-Peyser Act Funded Activities for Program Year 2009”
- TEGL 14-08, “Guidance for Implementation of the Workforce Investment Act and Wagner-Peyser Act Funding in the American Recovery and Reinvestment Act of 2009 and State Planning Requirements for Program Year 2009”
- Information Collection Forms ETA 9091, 9090, WIASRD (Office of Management and Budget (OMB) Control No. 1205-0420)
- Information Collection Forms ETA 9002 and VETS 200 (OMB Control No. 1205-0240)
- Information Collection Forms ETA 9048 and ETA 9049 (OMB Control No. 1205-0353)

**3. Background.** The Recovery Act is intended to preserve and create jobs, promote the nation’s economic recovery, and assist those most affected by the recession. With the additional workforce funding provided in the Recovery Act, and the increased employment and training services such funding will support, the workforce system will play a vital role in America’s economic recovery by assisting workers who are facing unprecedented challenges to retool their skills and reestablish themselves in viable career pathways.

It is the intent of Congress that Recovery Act funds for employment and training be spent *concurrently* with regular formula funds to greatly increase the capacity of the workforce system to serve workers in need. Recovery Act funding should not be used to replace state or local funding currently dedicated to workforce development and summer jobs. The Employment and Training Administration (ETA) expects states and local areas to fully utilize the additional workforce funding to substantially increase the number

of customers served, provide more in-depth services, as needed, and to substantially increase the number and proportion of those customers who receive training, especially training in emerging and high demand occupations and industries.

If the workforce system is to meet both the letter and the spirit of the law and fulfill its critical role in the U.S. economic recovery, all levels of the workforce system must implement the Recovery Act expeditiously and effectively, with full transparency and accountability at all levels. The Recovery Act contains many provisions stressing transparency in the use of the funding provided by the Act, including the creation of a new website, [www.recovery.gov](http://www.recovery.gov). This emphasis on transparency, along with national interest in the effect of the Recovery Act on our nation's economy, will translate into increased attention to the workforce system's implementation of the Recovery Act. The performance accountability provisions will be an important source of information to ensure transparency and accountability for use of Recovery Act funds.

To that end, this guidance outlines the specific performance accountability provisions related to the Recovery Act for the WIA title IB programs, National Emergency Grants, and Wagner-Peyser Act programs. The reporting requirements are designed to keep the additional reporting burden to a minimum, while ensuring that ETA collects the necessary [data information](#) to report timely information to stakeholders about the use of the Recovery Act funds. Accountability guidelines for the Recovery Act emphasize data quality, streamlining data collection, and collection of information that demonstrates measurable program outputs and outcomes. Consistent with the law, ETA will make the reported information publicly available on [www.recovery.gov](http://www.recovery.gov).

This guidance addresses performance accountability reporting, which is different from the reporting requirements in Section 1512 of the Recovery Act. Section 1512 sets forth a statutory requirement to make certain information from the grant recipients available on [www.recovery.gov](http://www.recovery.gov) 10 days after the end of the calendar quarter, including the number of jobs created and the number of jobs saved as a result of the Recovery Act resources. The workforce system does not currently collect such information and ETA has no plans to collect this information about workforce system [participants](#). ETA will use the information to be collected in supplemental reports (see next section on Performance Reporting Requirements) as a proxy to describe the effect of the Recovery Act funds, using information such as the number of participants served and the number of individuals in training as indicators. There will be separate guidance forthcoming on specific reporting requirements for Recovery Act funds recipients required by Section 1512 of the Recovery Act.

ETA has recognized the need to obtain more robust, “real time” information on program participants and services. Currently, states submit the WIASRD to ETA on an annual basis, and records include information on characteristics, services, and outcomes of individuals who have exited the WIA title IB programs. The outcomes are reported about 18 to 24 months after the person exits the programs, depending on the timeframes of the exit as well as the reporting timelines.

For WIA Title IB programs, looking at the Program Year 2007 outcomes, the average length of training for WIA Adults was about 30 weeks and for WIA Dislocated Workers about 40 weeks. In TEGL 14-08, “Guidance for Implementation of the Workforce Investment Act and Wagner-Peyser Act Funding in the American Recovery and Reinvestment Act of 2009 and State Planning Requirements for Program Year 2009,” there is an increased emphasis on the provision of longer term training services. Due to the anticipated longer stay in the program, combined with the time periods specified in the definitions of the performance outcome measures and the lags in Unemployment Insurance wage records, it is likely that there will be no outcome information available on Recovery Act-funded participants until 2011 at the earliest under the current reporting requirements for WIA and Wagner-Peyser Act programs.

The following sections outline ETA’s solution to obtain more timely information on participant characteristics and services received to determine the effect of Recovery Act resources.

**4. Performance Reporting Requirements.** The Recovery Act funds are to supplement the existing regularly-funded WIA and Wagner-Peyser Act program resources. ~~Training and Employment Guidance Letter~~ [TEGL 14-08](#) elaborates on the importance of integrating the two funding sources to achieve the desired outcomes of the programs, i.e., to increase employment and training services that will assist workers to connect with the labor market. Therefore, for reporting purposes, participants in all programs except WIA Youth, Reemployment Services, and National Emergency Grants (grantees will be notified in the grant award letter if the National Emergency Grant was funded with Recovery Act resources), will be considered as participants in the regular formula programs and must be included in all current performance reporting requirements for the respective programs. Special requirements for the WIA Youth, Reemployment Services, and National Emergency Grants are set forth below in the Supplemental Monthly Reports.

#### **Current Reports**

- ***WIA Title 1B programs and National Emergency Grants***  
For WIA programs, including Adult, Dislocated Worker, and Youth

programs, and National Emergency Grants, states will continue to submit required quarterly and annual reports, and include participants whose services are financed with regular WIA formula funds *and/or* Recovery Act funds (see section below on Supplemental Monthly Reports, WIA Youth, for the exception on Recovery Act-funded youth services, and Supplemental Monthly Reports, National Emergency Grants, for the exception on Recovery Act-funded National Emergency Grants).

- ~~A)~~ 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).
  - ~~B)~~ 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).
  - ~~C)~~ States also submit an individual record (WIA Standardized Record Data (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, and the information is submitted in time to comply with the beyond the requirements 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, the supplemental reports are required to be submitted 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. ETA will use the information reported by states on the supplemental reports to determine the number of individuals served with Recovery Act funds by comparing the numbers of individuals served to previous program year information and attributing the difference to the Recovery Act.

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 monthly supplemental 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 to be reported~~ reflects the Congressional intent of ~~the resources as specified in the~~ Recovery Act resources being used 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 ~~slightly~~ 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 monthly supplemental 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 Yyouth 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 ~~and~~ 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 ~~a~~ summer employment ~~work experience~~, 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 waiver~~. (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 that 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 provide counts on the number of persons who access services “virtually”. Nor do the current reporting requirements delineate between which modality [was used to provide the the services were provided](#). 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.

~~It is possible that a larger number of participants in the local area will be introduced to training programs through the Reemployment Services. In the absence of this information, it will be difficult to assess the trainee referral process within the Reemployment Services grants.~~

For the Reemployment Services Grants, states will identify Recovery Act-funded participants. ~~A participant whose services are funded by Recovery Act Reemployment Services Grants is a 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 ~~those~~ Reemployment Services funds to support targeted services to Unemployment Insurance claimants, ~~and~~ ~~O~~versight 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:
  - Record 1 if the participant received services financially assisted from any other WIA or non-WIA program not listed above [programs in which a participant may have been co-enrolled] that provided the individual with services.
  - Record 2 if the participant received services financially assisted in whole or in part by funds from the American Recovery and Reinvestment Act.
  - Record 3 if the participant received services financially assisted from any other WIA or non-WIA program not listed above AND received services financially assisted in whole or in part by funds from the Recovery Act.
  - Record 0 or leave "blank" if the participant did not receive any services under any of the conditions described above or it is not known.

Individual records for all participants in Recovery Act-funded National Emergency Grants must have WIASRD field 326 completed as well as one of the NEG identifier fields (i.e., 313 (a), (b), or (c)).

- For the WIA Youth Recovery Act-funded activities, states will include on the supplemental, monthly report only participants served with Recovery Act funds. If such youth are only served between May 1 and September 30 (the “summer” period) and participate in summer employment only, they will not be reported in the regular WIA Youth reports (WIASRD, quarterly, or annual reports) regardless of service mix.
- For the Wagner-Peyser Act program, both regular formula and Recovery Act-funded participants (ES and Reemployment Services participants) will be included in the aggregate on the monthly report. There is no distinction between these participants for this program.
- For Reemployment Services Grants, states will report on Recovery Act-funded participants only on the monthly reporting forms. A participant whose services are funded by Recovery Act Reemployment Services Grants is a UI claimant who was identified for and received Reemployment Services Grants-funded staff-assisted services. As described in TEGL 14-08, ETA encourages states to provide more in-depth and intensive staff-assisted services to these individuals.

**6. Frequency for Reporting.** States will continue to submit the current reports (described in Section 4 above) on a quarterly basis, 45 days after the end of the calendar quarter. States will continue to submit the WIA Annual Report on October 1. States will submit the WIASRD for Program Year 2008 on October 15; however, there will be a change in future submission of the WIASRD (See Section 10).

States will submit the supplemental Adult and Dislocated Worker programs and National Emergency Grants report, the WIA Youth Recovery Act report, and the Wagner-Peyser Act reports monthly (on the 15<sup>th</sup> of the month for the previous month), beginning on July 15, for the month of June. The first Recovery Act Youth report also will include any activity for participants served with Recovery Act funds prior to June, since the summer period begins May 1. (Note: If the 15<sup>th</sup> of the month falls on a weekend, the report will be due the following Monday.)

Monthly reporting provides more timely, “real time” information, and will enable the public to see the results of investments made on a more-timely basis. Additionally, monthly reporting will afford ETA the ability to analyze the levels of active program participation and gain insight into the activities that states will offer to participants, particularly in the first year of the Recovery Act when there will be fewer outcomes available to show impact. Such information on outcomes will only be available once the individual has exited the program.

Further, the deadline for posting on [www.recovery.gov](http://www.recovery.gov) is 10 days after the end of the quarter, e.g., July 10. Under current reporting requirements, ETA would have to post information submitted by the states on May 14, for the quarter ending March 31, 2009, since the next quarter's report is not due until August 14. By collecting monthly information, ETA will be able to post at least two months' worth of information within the deadline for timely posting.

## **7. Performance Outcomes.**

WIA Adult and Dislocated Worker Programs. The performance measures for WIA Adult and Dislocated Worker programs and National Emergency Grants will continue to be those measures specified in section 136 of WIA. All participants in the WIA Adult and Dislocated Worker programs and the Recovery Act-funded National Emergency Grants will be included in the regular WIA reports (quarterly report, WIASRD, annual report (National Emergency Grants are not included in the annual report)), and the ~~performance~~-outcomes ~~against~~ for the WIA performance measures will be included in these reports.

Wagner-Peyser Program. Similarly, the performance measures for the Wagner-Peyser Act will continue to be those measures specified in TEGL 17-05. All participants in the Wagner-Peyser Act program, including those whose services are funded in part or in whole by regular formula and/or Recovery Act funds will be included in the regular quarterly reports (ETA Form 9002A through E), and the performance outcomes against the Wagner-Peyser performance measures will be included in these reports.

WIA Youth. If youth are only served between May 1 and September 30 (the "summer" period) and participate in a summer employment work experience, the only performance indicator required for these youth is the work readiness indicator. The one exception is for youth who are served by Recovery Act funds, only. The required performance indicator for youth who participate in summer employment only is the work readiness measure.— These youth will not be 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 and be subject to the full set of WIA Youth measures or youth common measures for those states that have a waiver to report common ~~performance~~ measure outcomes only. For WIA Youth Recovery Act-funded services, the only exception is for youth 22 to 24 years old. Since these youth are outside of the regular WIA Youth eligibility, they would not be included in the regular WIA Youth reports.

ETA encourages states and/or local areas who serve 22 to 24 years old youth with Recovery Act funds beyond the summer to co-enroll them in a WIA Adult and/or Dislocated Worker program when appropriate. If such youth are co-enrolled in the WIA Adult Program, they would be reported through the WIA Adult performance measures. If such youth are co-enrolled in the WIA Dislocated Worker program, they would be reported through the WIA Dislocated Worker performance measures.

**8. Performance Goals.** States will continue to report progress against the already established negotiated performance goals for the WIA title IB and Wagner-Peyser Act programs. These funds are meant to supplement the regular formula-funded programs; therefore, separate goals are not necessary. There will not be separate performance goals negotiated for programs that utilize Recovery Act funds, and there will not be separate performance goals for the youth work readiness indicator.

When setting work readiness goals, Local Workforce Investment Areas (LWIAs) should follow the definition for a work readiness skill goal as specified in TEGl 17-05, Attachment B Definition of Key Terms found at [http://wdr.doleta.gov/directives/attach/TEGL17-05\\_AttachB.pdf](http://wdr.doleta.gov/directives/attach/TEGL17-05_AttachB.pdf). The key part of the definition is the need for LWIAs to determine whether a youth has achieved a measureable increase in work readiness skills ~~has occurred~~. States and/or local areas should establish a methodology for determining work readiness skills upon beginning and completing the summer experience in order to determine whether a measurable increase has occurred. Although LWIAs are not required to use a specific assessment instrument to determine pre and post work readiness skills, LWIAs ~~should~~ can choose from a variety of assessment tools including worksite supervisor evaluations, work readiness skill checklists administered by program staff, portfolio assessments, and any other relevant forms of assessing work readiness skills.

In consideration of the customer service mix, and services provided with regular formula funds and Recovery Act funds, states may request renegotiation of established levels of performance. States should review the guidelines set forth in TEGl 11-01 and contact the ETA Regional Administrator.

**9. Mechanism for Reporting.** ETA will create a web-based system for states to enter the current month and program-to-date totals for each report. Information for the monthly reports is to be submitted at [www.eta-reports.doleta.gov](http://www.eta-reports.doleta.gov). States will be assigned a password/pin to access the web-based reporting system. States will have from the 1st of the month through the 25<sup>th</sup> of the month to enter/update information for the previous month. Technical assistance will be available to address any

questions that states may have.

**10. Change in Reporting Requirements for the WIASRD.** To obtain more robust, “real time” information on individual characteristics and services and to determine the effect of the Recovery Act resources, states will be required to submit the WIA individual records (WIASRD) on all participants in the WIA title 1B programs, and in National Emergency Grants, on a quarterly basis, beginning with the 3rd quarter of Program Year 2009, which ends on March 31, 2010. The first deadline for the required quarterly submission will be May 15, 2010. This start date gives states sufficient time to adjust their management information systems.

Such an approach aligns with ETA’s proposal to implement a more streamlined and integrated performance reporting system. This participant and performance reporting strategy will provide greater information on levels of program participation, and provide more information about the characteristics of the participants served, and the types of services provided. Through this proposed strategy, more detailed information on individuals will be available while they are participating in the programs than is currently available through the existing quarterly reports.

There is significant value added by obtaining quarterly individual records from state workforce agencies. First, quarterly submissions would provide more timely participant information to respond to the oversight needs of Governors, state and local boards, Congress, Federal stakeholders, and the general public. Current requirements that the WIASRD be submitted annually restrict ETA’s ability to do timely analysis and program assessment. With the change in reporting requirements, ETA will benefit from more timely analysis, and states will also receive a return on their investment by having access to more regular updates on nationwide participation information as well as employment and training trends. Quarterly individual data will provide a much clearer picture of how the system is responding to changing state and local economic and labor market conditions.

No new data elements will be added to the collection.

**11. Action Requested.** States are requested to distribute this information to the appropriate state and local staff.

**12. Paperwork Reduction Act (PRA) Statement.** The annualized public reporting burden for the collection of information described in this TEGl is estimated to average approximately 768 hours per state for the monthly reports and 10,614 hours per state for the quarterly WIASRD including time for gathering and maintaining the data. This TEGl contains two proposed revisions in the collection of information: 1) states will submit more

frequent (monthly) reports on data currently collected quarterly or annually, and 2) states will submit WIA individual records more frequently (quarterly) and on participants and exiters.

According to the Paperwork Reduction Act of 1995 (Pub. L. 104-13), no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The Department is planning to submit an Information Collection Request (ICR) to OMB requesting a new OMB Control Number. The Department notes that a Federal agency cannot conduct or sponsor a collection of information unless it is approved by OMB under the PRA, and displays a currently valid OMB control number, and the public is not required to respond to a collection of information unless it displays a currently valid OMB control number (see 44 U.S.C. Section 3507). Also, notwithstanding any other provisions of law, no person shall be subject to penalty for failing to comply with a collection of information if the collection of information does not display a currently valid OMB control number (see 44 U.S.C. Section 3512). The Department will notify states of OMB's decision upon review of the Department's ICR, including any changes that may result from this review process.

**13. Inquiries.** Questions concerning this guidance should be directed to the appropriate regional office or to the Office of Performance and Technology, at [ETAperforms@dol.gov](mailto:ETAperforms@dol.gov).

**14. Attachments.**

**Attachment A:** Monthly Reporting Requirements for WIA Adult and Dislocated Worker Programs and National Emergency Grants

**Attachment B:** Monthly Reporting Requirements for the WIA Youth Recovery Act Services

**Attachment C:** Monthly Reporting Requirements for the Wagner-Peyser Act Program, Including the Reemployment Services Grants



## **Attachment A**

### **Monthly Reporting Requirements for WIA Adult and Dislocated Worker Programs and National Emergency Grants**

State grantees will begin reporting on a monthly basis on current activities for the WIA Adult and Dislocated Worker Programs and National Emergency Grants on July 15 for the month of June. The definitions and specifications for the data elements included in the form are based on the current WIA performance reporting system.



**WIA ADULT AND DISLOCATED WORKER PROGRAMS, and NATIONAL EMERGENCY GRANTS**  
MONTHLY REPORT



ETA Form: ETA-9148

Report Due Date: mm/dd/yyyy

Report Month End Date: mm/dd/yyyy

State: \_\_\_\_\_

OMB No. 1205-XXXX

Expires: mm/dd/yyyy

Performance Items		Current Month (A)	Previous Month (B)	Program-to-Date (C)
<b>A. PARTICIPANT SUMMARY INFORMATION</b>				
<b>WIA Adults</b>	1. Total number of <u>new</u> participants served			
	2. Total number of participants served			
	3. Number of UI claimants			
	4. Number of low-income individuals			
	5. Number of Temporary Assistance to Needy Families (TANF) recipients			
	6. Number of public assistance individuals			
	7. Number of Veterans			
	8. Number of individuals with disabilities			
	9. Number of individual training accounts (ITA)			
	10. Number of participants in training			
	11. Number in on-the-job training (OJT)			
	12. Number in skill upgrading and retraining			
	13. Number in customized training			
	14. Number receiving supportive services (except needs-related payments)			
	15. Number receiving needs-related payments			
<b>WIA Dislocated Workers</b>	1. Total number of <u>new</u> participants served			
	2. Total number of participants served			
	3. Number of UI claimants			
	4. Number of Veterans			
	5. Number of individuals with disabilities			
	6. Number of individual training accounts (ITA)			
	7. Number of participants in training			
	8. Number in on-the-job training (OJT)			
	9. Number in skill upgrading and retraining			
	10. Number in customized training			
	11. Number receiving supportive services (except needs-related payments)			
	12. Number receiving needs-related payments			
<b>National Emergency Grants</b>	1. Total number of <u>new</u> participants served			
	2. Total number of participants served			
	3. Number of UI claimants			
	4. Number of Veterans			
	5. Number of individuals with disabilities			
	6. Number of individual training accounts (ITA)			
	7. Number of participants in training			
	8. Number in on-the-job training (OJT)			
	9. Number in skill upgrading and retraining			
	10. Number in customized training			
	11. Number receiving supportive services (except needs-related payments)			
	12. Number receiving needs-related payments			
<b>B. REPORT CERTIFICATION/ADDITIONAL COMMENTS</b>				
Grantee Remarks:				
Name of Grantee Certifying Official:		Telephone Number:	Email:	

This reporting requirement is approved under the Paperwork Reduction Act of 1995, OMB Control No. 1205-XXXX, expiring XXXXXXXX. Persons are not required to respond to this collection of information unless it displays a currently valid OMB number and expiration date. Public reporting burden for this collection of information is estimated to average 26 hours per response, including time for reviewing instructions, searching existing data sources, gathering and reviewing the collection of information. The reason for the collection of information is general program oversight, evaluation and performance assessment. Send comments regarding this burden, to the U.S. Department of Labor, Employment and Training Administration, Office of Performance and Technology, 200 Constitution Avenue, NW, Room S-5206, Washington, D.C. 20210 (Paperwork Reduction Project 1205-XXXX).

Performance Item	Definition
<b>WIA ADULTS</b>	
1. Total number of <u>new</u> participants served	The sum of WIA Adult participants who began participation during the reporting period.
2. Total number of participants served	The sum of WIA Adult participants during the reporting period.
3. Number of UI claimants	The sum of WIA Adult participants who filed a claim and have been determined monetarily eligible for benefit payments under one or more State or Federal Unemployment Compensation programs during the reporting period.
4. Number of low-income individuals	The sum of WIA Adult participants who: (a) received, or is a member of a family which received, cash payments under a federal, state or local income-based public assistance program, or (b) received an income, or is a member of a family that received a total family income, for the six-month period prior to program participation (exclusive of unemployment compensation, child support payments, payments described in subparagraph A and old-age and survivors insurance benefits received under section 202 of the Social Security Act (42 U.S.C 402)) that, in relation to family size does not exceed the higher of (i) the poverty line, for an equivalent period, or (ii) 70 percent of the lower living standard income level, for an equivalent period; or (c) is a member of a household that received (or has been determined within the 6-month period prior to program participation) Food Stamps under the Food Stamp Act of 1977 (7 U.S.C. 2011 et seq.); or (d) qualified as a homeless individual, as defined in subsections (a) and (c) of section 103 of the Stewart B. McKinney Homeless Assistance Act (42 U.S.C. 11302); or (e) was a foster child on behalf of whom State or local government payments are made; or (f) was a person with a disability whose own income meets the income criteria established in WIA section 101(25)(A) or (B), but is a member of a family whose income does not meet the established criteria during the reporting period.
5. Number of Temporary Assistance to Needy Families (TANF) recipients	The sum of WIA Adult participants who are listed on the welfare grant or have received cash assistance or other support services from the TANF agency in the last six months prior to participation in the program.
6. Number of public assistance individuals	The sum of WIA Adult participants who received cash assistance or other support services from one of the following sources in the last six months prior to participation in the program: General Assistance (GA) (State/local government), Refugee Cash Assistance (RCA), Food Stamp Assistance, and Supplemental Security Income (SSI-SSA Title XVI). This does not include foster child payments.
7. Number of Veterans	The sum of WIA Adult participants who served in the active U.S. military, naval, or air service for a period of less than or equal to 180 days, and who was discharged or released from such service under conditions other than dishonorable, or the individual served on active duty for a period of more than 180 days and was discharged or released with other than a dishonorable discharge; <u>or</u> was discharged or released because of a service connected

Performance Item	Definition
	<p>disability; or as a member of a reserve component under an order to active duty pursuant to section 167 (a), (d), or, (g), 673 (a) of Title 10, U.S.C., served on active duty during a period of war or in a campaign or expedition for which a campaign badge is authorized and was discharged or released from such duty with other than a dishonorable discharge. Include also the sum of WIA Adult participants who are: (a) the spouse of any person who died on active duty or of a service-connected disability; (b) the spouse of any member of the Armed Forces serving on active duty who at the time of application for assistance under this part, is listed, pursuant to 38 U.S.C. 101 and the regulations issued thereunder, by the Secretary concerned, in one or more of the following categories and has been so listed for more than 90 days: (i) missing in action, (ii) captured in the line of duty by a hostile force, or (iii) forcibly detained or interned in the line of duty by a foreign government or power; or (c) the spouse of any person who has a total disability permanent in nature resulting from a service-connected disability or the spouse of a veteran who died while a disability so evaluated was in existence.</p>
<p>8. Number of individuals with disabilities</p>	<p>The sum of WIA Adult participants that indicate that he/she has any "disability," as defined in Section 3(2)(a) of the Americans with Disabilities Act of 1990 (42 U.S.C. 12102). Under that definition, a "disability" is a physical or mental impairment that substantially limits one or more of the person's major life activities. (For definitions and examples of "physical or mental impairment" and "major life activities," see paragraphs (1) and (2) of the definition of the term "disability" in 29 CFR 37.4, the definition section of the WIA non-discrimination regulations.)</p>
<p>9. Number of individual training accounts (ITA)</p>	<p>The sum of WIA Adult participants who received services purchased utilizing an Individual Training Account funded by WIA title I during the reporting period.</p>
<p>10. Number of participants in training</p>	<p>The sum of WIA Adult participants who received training during the reporting period, including On-the-Job Training, Skill Upgrading &amp; Retraining, Entrepreneurial Training, ABE or ESL in Combination with Training, Customized Training, and Other Occupational Skills Training.</p>
<p>11. Number in on-the-job training (OJT)</p>	<p>The sum of WIA Adult participants who received On-the-Job Training as defined in Section 101(31) of the Workforce Investment Act of 1998 (20 U.S.C. 9201) during the reporting period. Under this definition, "On-the-Job Training" means training by an employer that is provided to a paid participant while engaged in productive work in a job that: (a) provides knowledge or skills essential to the full and adequate performance of the job; (b) provides reimbursement to the employer of up to 50 percent of the wage rate of the participant, for the extraordinary costs of providing the training and additional supervision related to the training; and (c) is limited in duration as appropriate to the occupation for which the participant is being trained, taking into account the content of the training, the prior work experience of the participant, and the service strategy of the participant, as appropriate.</p>

Performance Item	Definition
12. Number in skill upgrading and retraining	The sum of WIA Adult participants who receive Skill Upgrading & Retraining during the reporting period.
13. Number in customized training	The sum of WIA Adult participants who received Customized Training as defined in Section 101(8) of the Workforce Investment Act of 1998 (20 U.S.C. 9201) during the reporting period. Under that definition, "customized training" is training that is: (a) designed to meet the special requirements of an employer (including a group of employers); (b) conducted with a commitment by the employer to employ an individual on successful completion of the training; and (c) for which the employer pays for not less than 50 percent of the cost of the training.
14. Number receiving supportive services (except needs-related payments)	The sum of WIA Adult participants who received supportive services (WIA section 134(e)(2)) during the reporting period which include, but are not limited to, assistance with transportation, child care, dependent care, and housing that are necessary to enable the individual to participate in activities authorized under WIA title IB. For youth, support services (WIA section 101(46)) include: (a) linkages to community services; (b) assistance with transportation; (c) assistance with child care and dependent care; (d) assistance with housing; (e) referrals to medical services; and (f) assistance with uniforms or other appropriate work attire and work-related tools, including such items as eye glasses and protective eye gear.
15. Number receiving needs-related payments	The sum of WIA Adult participants who received WIA title IB-funded needs related payments for the purpose of enabling the individual to participate in approved training funded under WIA Title IB during the reporting period.
<b>WIA DISLOCATED WORKERS</b>	
1. Total number of <u>new</u> participants served	The sum of WIA Dislocated Worker participants who began participation during the reporting period.
2. Total number of participants served	The sum of WIA Dislocated Worker participants during the reporting period.
3. Number of UI claimants	The sum of WIA Dislocated Worker participants who filed a claim and have been determined monetarily eligible for benefit payments under one or more State or Federal Unemployment Compensation programs during the reporting period.
4. Number of veterans	The sum of WIA Dislocated Worker participants who served in the active U.S. military, naval, or air service for a period of less than or equal to 180 days, and who was discharged or released from such service under conditions other than dishonorable, or the individual served on active duty for a period of more than 180 days and was discharged or released with other than a dishonorable discharge; <u>or</u> was discharged or released because of a service connected disability; <u>or</u> as a member of a reserve component under an order to active duty pursuant to section 167 (a), (d), or, (g), 673 (a) of Title 10, U.S.C., served on active duty during a period of war or in a campaign or expedition for which a campaign badge is authorized and was discharged or released from such duty with other than a dishonorable discharge. Include

Performance Item	Definition
	also the sum of WIA Dislocated Worker participants who are: (a) the spouse of any person who died on active duty or of a service-connected disability; (b) the spouse of any member of the Armed Forces serving on active duty who at the time of application for assistance under this part, is listed, pursuant to 38 U.S.C. 101 and the regulations issued thereunder, by the Secretary concerned, in one or more of the following categories and has been so listed for more than 90 days: (i) missing in action, (ii) captured in the line of duty by a hostile force, or (iii) forcibly detained or interned in the line of duty by a foreign government or power; or (c) the spouse of any person who has a total disability permanent in nature resulting from a service-connected disability or the spouse of a veteran who died while a disability so evaluated was in existence.
5. Number of individuals with disabilities	The sum of WIA Dislocated Worker participants that indicate that he/she has any "disability," as defined in Section 3(2)(a) of the Americans with Disabilities Act of 1990 (42 U.S.C. 12102). Under that definition, a "disability" is a physical or mental impairment that substantially limits one or more of the person's major life activities. (For definitions and examples of "physical or mental impairment" and "major life activities," see paragraphs (1) and (2) of the definition of the term "disability" in 29 CFR 37.4, the definition section of the WIA non-discrimination regulations.)
6. Number of individual training accounts (ITA)	The sum of WIA Dislocated Worker participants who received services purchased utilizing an Individual Training Account funded by WIA title I during the reporting period.
7. Number of participants in training	The sum of WIA Dislocated Worker participants who received training during the reporting period, including On-the-Job Training, Skill Upgrading & Retraining, Entrepreneurial Training, ABE or ESL in Combination with Training, Customized Training, and Other Occupational Skills Training.
8. Number in on-the-job training (OJT)	The sum of WIA Dislocated Worker participants who received On-the-Job Training as defined in Section 101(31) of the Workforce Investment Act of 1998 (20 U.S.C. 9201) during the reporting period. Under this definition, "On-the-Job Training" means training by an employer that is provided to a paid participant while engaged in productive work in a job that: (a) provides knowledge or skills essential to the full and adequate performance of the job; (b) provides reimbursement to the employer of up to 50 percent of the wage rate of the participant, for the extraordinary costs of providing the training and additional supervision related to the training; and (c) is limited in duration as appropriate to the occupation for which the participant is being trained, taking into account the content of the training, the prior work experience of the participant, and the service strategy of the participant, as appropriate.
9. Number in skill upgrading and retraining	The sum of WIA Dislocated Worker participants who received Skill Upgrading & Retraining during the reporting period.

Performance Item	Definition
10. Number in customized training	The sum of WIA Dislocated Worker participants who received Customized Training as defined in Section 101(8) of the Workforce Investment Act of 1998 (20 U.S.C. 9201) during the reporting period. Under that definition, "customized training" is training that is: (a) designed to meet the special requirements of an employer (including a group of employers); (b) conducted with a commitment by the employer to employ an individual on successful completion of the training; and (c) for which the employer pays for not less than 50 percent of the cost of the training.
11. Number receiving supportive services (except needs-related payments)	The sum of WIA Dislocated Worker participants who received supportive services (WIA section 134(e)(2)) during the reporting period which include, but are not limited to, assistance with transportation, child care, dependent care, and housing that are necessary to enable the individual to participate in activities authorized under WIA title IB. For youth, support services (WIA section 101(46)) include: (a) linkages to community services; (b) assistance with transportation; (c) assistance with child care and dependent care; (d) assistance with housing; (e) referrals to medical services; and (f) assistance with uniforms or other appropriate work attire and work-related tools, including such items as eye glasses and protective eye gear.
12. Number receiving needs-related payments	The sum of WIA Dislocated Worker participants who received WIA title IB-funded needs related payments during the reporting period for the purpose of enabling the individual to participate in approved training funded under WIA Title IB.
<b>NATIONAL EMERGENCY GRANT</b>	
1. Total number of <u>new</u> participants served	The sum of National Emergency Grant participants who began participation during the reporting period.
2. Total number of participants served	The sum of National Emergency Grant participants during the reporting period.
3. Number of UI claimants	The sum of National Emergency Grant participants who filed a claim and have been determined monetarily eligible for benefit payments under one or more State or Federal Unemployment Compensation programs during the reporting period.
4. Number of Veterans	The sum of National Emergency Grant participants who served in the active U.S. military, naval, or air service for a period of less than or equal to 180 days, and who was discharged or released from such service under conditions other than dishonorable, or the individual served on active duty for a period of more than 180 days and was discharged or released with other than a dishonorable discharge; <u>or</u> was discharged or released because of a service connected disability; <u>or</u> as a member of a reserve component under an order to active duty pursuant to section 167 (a), (d), or, (g), 673 (a) of Title 10, U.S.C., served on active duty during a period of war or in a campaign or expedition for which a campaign badge is authorized and was discharged or released from such duty with other than a dishonorable discharge. Include also the sum of National Emergency Grant participants who are: (a) the spouse of any person who died on active duty or of a service-connected disability; (b) the spouse of any member of the

Performance Item	Definition
	Armed Forces serving on active duty who at the time of application for assistance under this part, is listed, pursuant to 38 U.S.C. 101 and the regulations issued thereunder, by the Secretary concerned, in one or more of the following categories and has been so listed for more than 90 days: (i) missing in action, (ii) captured in the line of duty by a hostile force, or (iii) forcibly detained or interned in the line of duty by a foreign government or power; or (c) the spouse of any person who has a total disability permanent in nature resulting from a service-connected disability or the spouse of a veteran who died while a disability so evaluated was in existence.
5. Number of individuals with disabilities	The sum of National Emergency Grant participants that indicate that he/she has any "disability," as defined in Section 3(2)(a) of the Americans with Disabilities Act of 1990 (42 U.S.C. 12102). Under that definition, a "disability" is a physical or mental impairment that substantially limits one or more of the person's major life activities. (For definitions and examples of "physical or mental impairment" and "major life activities," see paragraphs (1) and (2) of the definition of the term "disability" in 29 CFR 37.4, the definition section of the WIA non-discrimination regulations.)
6. Number of individual training accounts (ITA)	The sum of National Emergency Grant participants who received services purchased utilizing an Individual Training Account established for adults or dislocated workers and funded by WIA title I.
7. Number of participants in training	The sum of National Emergency Grant participants who receive training, including On-the-Job Training, Skill Upgrading & Retraining, Entrepreneurial Training, ABE or ESL in Combination with Training, Customized Training, and Other Occupational Skills Training.
8. Number in on-the-job training (OJT)	The sum of National Emergency Grant participants who receive On-the-Job Training as defined in Section 101(31) of the Workforce Investment Act of 1998 (20 U.S.C. 9201). Under this definition, "On-the-Job Training" means training by an employer that is provided to a paid participant while engaged in productive work in a job that: (a) provides knowledge or skills essential to the full and adequate performance of the job; (b) provides reimbursement to the employer of up to 50 percent of the wage rate of the participant, for the extraordinary costs of providing the training and additional supervision related to the training; and (c) is limited in duration as appropriate to the occupation for which the participant is being trained, taking into account the content of the training, the prior work experience of the participant, and the service strategy of the participant, as appropriate.
9. Number in skill upgrading and retraining	The sum of National Emergency Grant participants who received Skill Upgrading & Retraining during the reporting period.



<b>Performance Item</b>	<b>Definition</b>
10. Number in customized training	The sum of National Emergency Grant participants who received Customized Training as defined in Section 101(8) of the Workforce Investment Act of 1998 (20 U.S.C. 9201) during the reporting period. Under that definition, "customized training" is training that is: (a) designed to meet the special requirements of an employer (including a group of employers); (b) conducted with a commitment by the employer to employ an individual on successful completion of the training; and (c) for which the employer pays for not less than 50 percent of the cost of the training.
11. Number receiving supportive services (except needs-related payments)	The sum of National Emergency Grant participants who received supportive services (WIA section 134(e)(2)) during the reporting period which include, but are not limited to, assistance with transportation, child care, dependent care, and housing that are necessary to enable the individual to participate in activities authorized under WIA title IB.
12. Number receiving needs-related payments	The sum of National Emergency Grant participants who received WIA title IB- funded needs related payments during the reporting period for the purpose of enabling the individual to participate in approved training funded under WIA Title IB.

**ATTACHMENT A**  
**WIA ADULT AND DISLOCATED WORKER PROGRAMS, AND NATIONAL EMERGENCY GRANTS**  
**MONTHLY REPORT SPECIFICATIONS**

Performance Item	Report Specification	
	Current Month (A)	Program-to-Date (C)
<b>WIA Adults</b>		
1. Total number of <u>new</u> participants served	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION >= beginning of the report period <b>and</b> <= end of the report period	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION >= 20090501 <b>and</b> <= end of the report period
2. Total number of participants served	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null)	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null)
3. Number of UI claimants	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> (UC ELIGIBLE STATUS = 1 <b>or</b> UC ELIGIBLE STATUS = 2 <b>or</b> UC ELIGIBLE STATUS = 3)	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> (UC ELIGIBLE STATUS = 1 <b>or</b> UC ELIGIBLE STATUS = 2 <b>or</b> UC ELIGIBLE STATUS = 3)
4. Number of low-income individuals	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> (LOW INCOME =1)	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> (LOW INCOME =1)
5. Number of individuals who (Temporary Assistance to Needy Families) TANF	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> TEMPORARY ASSISTANCE TO NEEDY FAMILIES = 1	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> TEMPORARY ASSISTANCE TO NEEDY FAMILIES = 1
6. Number of individuals who receive other public assistance	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> OTHER PUBLIC ASSISTANCE RECIPIENT = 1	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> OTHER PUBLIC ASSISTANCE RECIPIENT = 1
7. Number of Veterans	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> (ELIGIBLE VETERAN STATUS = 1 <b>or</b> ELIGIBLE VETERAN STATUS = 2 <b>or</b> ELIGIBLE VETERAN STATUS = 3)	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> (ELIGIBLE VETERAN STATUS = 1 <b>or</b> ELIGIBLE VETERAN STATUS = 2 <b>or</b> ELIGIBLE VETERAN STATUS = 3)
8. Number of individuals with disabilities	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> (INDIVIDUAL WITH A DISABILITY = 1)	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> (INDIVIDUAL WITH A DISABILITY = 1)

**ATTACHMENT A  
WIA ADULT AND DISLOCATED WORKER PROGRAMS, AND NATIONAL EMERGENCY GRANTS  
MONTHLY REPORT SPECIFICATIONS**

Performance Item	Report Specification	
	Current Month (A)	Program-to-Date (C)
9. Number of individual training accounts (ITA)	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> (ESTABLISHED INDIVIDUAL TRAINING ACCOUNT = 1)	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> (ESTABLISHED INDIVIDUAL TRAINING ACCOUNT = 1)
10. Number of participants in training	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= the beginning of the report period <b>or</b> DATE COMPLETED TRAINING is null)	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= 20090501 <b>or</b> DATE COMPLETED TRAINING is null)
11. Number in on-the-job training (OJT)	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= the beginning of the report period <b>or</b> DATE COMPLETED TRAINING is null) <b>and</b> (TYPE OF TRAINING SERVICE #1 = 1 <b>or</b> TYPE OF TRAINING SERVICE #2 = 1)	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= 20090501 <b>or</b> DATE COMPLETED TRAINING is null) <b>and</b> (TYPE OF TRAINING SERVICE #1 = 1 <b>or</b> TYPE OF TRAINING SERVICE #2 = 1)
12. Number in skill upgrading and retraining	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= the beginning of the report period <b>or</b> DATE COMPLETED TRAINING is null) <b>and</b> (TYPE OF TRAINING SERVICE #1 = 2 <b>or</b> TYPE OF TRAINING SERVICE #2 = 2)	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= 20090501 <b>or</b> DATE COMPLETED TRAINING is null) <b>and</b> (TYPE OF TRAINING SERVICE #1 = 2 <b>or</b> TYPE OF TRAINING SERVICE #2 = 2)
13. Number in customized training	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= the beginning of the report period <b>or</b> DATE COMPLETED TRAINING is null) <b>and</b> (TYPE OF TRAINING SERVICE #1 = 5 <b>or</b> TYPE OF TRAINING SERVICE #2 = 5)	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= 20090501 <b>or</b> DATE COMPLETED TRAINING is null) <b>and</b> (TYPE OF TRAINING SERVICE #1 = 5 <b>or</b> TYPE OF TRAINING SERVICE #2 = 5)

**ATTACHMENT A**  
**WIA ADULT AND DISLOCATED WORKER PROGRAMS, AND NATIONAL EMERGENCY GRANTS**  
**MONTHLY REPORT SPECIFICATIONS**

Performance Item	Report Specification	
	Current Month (A)	Program-to-Date (C)
14. Number receiving supportive services (except needs-related payments)	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> (RECEIVED SUPPORTIVE SERVICES (EXCEPT NEEDS-RELATED PAYMENTS) = 1)	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> (RECEIVED SUPPORTIVE SERVICES (EXCEPT NEEDS-RELATED PAYMENTS) = 1)
15. Number receiving needs-related payments	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= the beginning of the report period <b>or</b> DATE COMPLETED TRAINING is null) <b>and</b> (NEEDS-RELATED PAYMENTS = 1)	Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= 20090501 <b>or</b> DATE COMPLETED TRAINING is null) <b>and</b> (NEEDS-RELATED PAYMENTS = 1)
<b>WIA Dislocated Workers</b>		
1. Total number of <u>new</u> participants served	Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> DATE OF PARTICIPATION >= beginning of the report period <b>and</b> <= end of the report period	Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> DATE OF PARTICIPATION >= 20090501 <b>and</b> <= end of the report period
2. Total number of participants served	Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null)	Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null)
3. Number of UI claimants	Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> (UC ELIGIBLE STATUS = 1 <b>or</b> UC ELIGIBLE STATUS = 2 <b>or</b> UC ELIGIBLE STATUS = 3)	Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> (UC ELIGIBLE STATUS = 1 <b>or</b> UC ELIGIBLE STATUS = 2 <b>or</b> UC ELIGIBLE STATUS = 3)
4. Number of veterans	Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> (ELIGIBLE VETERAN STATUS = 1 <b>or</b> ELIGIBLE VETERAN STATUS = 2 <b>or</b> ELIGIBLE VETERAN STATUS = 3)	Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> (ELIGIBLE VETERAN STATUS = 1 <b>or</b> ELIGIBLE VETERAN STATUS = 2 <b>or</b> ELIGIBLE VETERAN STATUS = 3)
5. Number of individuals with disabilities	Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> (INDIVIDUAL WITH A DISABILITY = 1)	Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> (INDIVIDUAL WITH A DISABILITY = 1)

**ATTACHMENT A**  
**WIA ADULT AND DISLOCATED WORKER PROGRAMS, AND NATIONAL EMERGENCY GRANTS**  
**MONTHLY REPORT SPECIFICATIONS**

Performance Item	Report Specification	
	Current Month (A)	Program-to-Date (C)
6. Number of individual training accounts (ITA)	Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> (ESTABLISHED INDIVIDUAL TRAINING ACCOUNT = 1)	Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> (ESTABLISHED INDIVIDUAL TRAINING ACCOUNT = 1)
7. Number of participants in training	Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= the beginning of the report period <b>or</b> DATE COMPLETED TRAINING is null)	Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= 20090501 <b>or</b> DATE COMPLETED TRAINING is null)
8. Number in on-the-job training (OJT)	Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= the beginning of the report period <b>or</b> DATE COMPLETED TRAINING is null) <b>and</b> (TYPE OF TRAINING SERVICE #1 = 1 <b>or</b> TYPE OF TRAINING SERVICE #2 = 1)	Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= 20090501 <b>or</b> DATE COMPLETED TRAINING is null) <b>and</b> (TYPE OF TRAINING SERVICE #1 = 1 <b>or</b> TYPE OF TRAINING SERVICE #2 = 1)
9. Number in skill upgrading and retraining	Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= the beginning of the report period <b>or</b> DATE COMPLETED TRAINING is null) <b>and</b> (TYPE OF TRAINING SERVICE #1 = 2 <b>or</b> TYPE OF TRAINING SERVICE #2 = 2)	Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= 20090501 <b>or</b> DATE COMPLETED TRAINING is null) <b>and</b> (TYPE OF TRAINING SERVICE #1 = 2 <b>or</b> TYPE OF TRAINING SERVICE #2 = 2)
10. Number in customized training	Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= the beginning of the report period <b>or</b> DATE COMPLETED TRAINING is null) <b>and</b> (TYPE OF TRAINING SERVICE #1 = 5 <b>or</b> TYPE OF TRAINING SERVICE #2 = 5)	Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= 20090501 <b>or</b> DATE COMPLETED TRAINING is null) <b>and</b> (TYPE OF TRAINING SERVICE #1 = 5 <b>or</b> TYPE OF TRAINING SERVICE #2 = 5)

**ATTACHMENT A**  
**WIA ADULT AND DISLOCATED WORKER PROGRAMS, AND NATIONAL EMERGENCY GRANTS**  
**MONTHLY REPORT SPECIFICATIONS**

Performance Item	Report Specification	
	Current Month (A)	Program-to-Date (C)
11. Number receiving supportive services (except needs-related payments)	Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> (RECEIVED SUPPORTIVE SERVICES (EXCEPT NEEDS-RELATED PAYMENTS) = 1)	Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> (RECEIVED SUPPORTIVE SERVICES (EXCEPT NEEDS-RELATED PAYMENTS) = 1)
12. Number receiving needs-related payments	Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= the beginning of the report period <b>or</b> DATE COMPLETED TRAINING is null) <b>and</b> (NEEDS-RELATED PAYMENTS = 1)	Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= 20090501 <b>or</b> DATE COMPLETED TRAINING is null) <b>and</b> (NEEDS-RELATED PAYMENTS = 1)
<b>National Emergency Grants</b>		
1. Total number of <u>new</u> participants served	Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> DATE OF PARTICIPATION >= beginning of the report period <b>and</b> <= end of the report period	Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> DATE OF PARTICIPATION >= 20090501 <b>and</b> <= end of the report period
2. Total number of participants served	Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null)	Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null)
3. Number of UI claimants	Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> (UC ELIGIBLE STATUS = 1 <b>or</b> UC ELIGIBLE STATUS = 2 <b>or</b> UC ELIGIBLE STATUS = 3)	Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> (UC ELIGIBLE STATUS = 1 <b>or</b> UC ELIGIBLE STATUS = 2 <b>or</b> UC ELIGIBLE STATUS = 3)
4. Number of Veterans	Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> (ELIGIBLE VETERAN STATUS = 1 <b>or</b> ELIGIBLE VETERAN STATUS = 2 <b>or</b> ELIGIBLE VETERAN STATUS = 3)	Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> (ELIGIBLE VETERAN STATUS = 1 <b>or</b> ELIGIBLE VETERAN STATUS = 2 <b>or</b> ELIGIBLE VETERAN STATUS = 3)

**ATTACHMENT A**  
**WIA ADULT AND DISLOCATED WORKER PROGRAMS, AND NATIONAL EMERGENCY GRANTS**  
**MONTHLY REPORT SPECIFICATIONS**

Performance Item	Report Specification	
	Current Month (A)	Program-to-Date (C)
5. Number of individuals with disabilities	Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> (INDIVIDUAL WITH A DISABILITY = 1)	Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> (INDIVIDUAL WITH A DISABILITY = 1)
6. Number of individual training accounts (ITA)	Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> (ESTABLISHED INDIVIDUAL TRAINING ACCOUNT = 1)	Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> (ESTABLISHED INDIVIDUAL TRAINING ACCOUNT = 1)
7. Number of participants in training	Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= the beginning of the report period <b>or</b> DATE COMPLETED TRAINING is null)	Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= 20090501 <b>or</b> DATE COMPLETED TRAINING is null)
8. Number in on-the-job training (OJT)	Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= the beginning of the report period <b>or</b> DATE COMPLETED TRAINING is null) <b>and</b> (TYPE OF TRAINING SERVICE #1 = 1 <b>or</b> TYPE OF TRAINING SERVICE #2 = 1)	Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= 20090501 <b>or</b> DATE COMPLETED TRAINING is null) <b>and</b> (TYPE OF TRAINING SERVICE #1 = 1 <b>or</b> TYPE OF TRAINING SERVICE #2 = 1)
9. Number in skill upgrading and retraining	Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= the beginning of the report period <b>or</b> DATE COMPLETED TRAINING is null) <b>and</b> (TYPE OF TRAINING SERVICE #1 = 2 <b>or</b> TYPE OF TRAINING SERVICE #2 = 2)	Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= 20090501 <b>or</b> DATE COMPLETED TRAINING is null) <b>and</b> (TYPE OF TRAINING SERVICE #1 = 2 <b>or</b> TYPE OF TRAINING SERVICE #2 = 2)

**ATTACHMENT A  
WIA ADULT AND DISLOCATED WORKER PROGRAMS, AND NATIONAL EMERGENCY GRANTS  
MONTHLY REPORT SPECIFICATIONS**

Performance Item	Report Specification	
	Current Month (A)	Program-to-Date (C)
10. Number in customized training	Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= the beginning of the report period <b>or</b> DATE COMPLETED TRAINING is null) <b>and</b> (TYPE OF TRAINING SERVICE #1 = 5 <b>or</b> TYPE OF TRAINING SERVICE #2 = 5)	Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= 20090501 <b>or</b> DATE COMPLETED TRAINING is null) <b>and</b> (TYPE OF TRAINING SERVICE #1 = 5 <b>or</b> TYPE OF TRAINING SERVICE #2 = 5)
11. Number receiving supportive services (except needs-related payments)	Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> (RECEIVED SUPPORTIVE SERVICES (EXCEPT NEEDS-RELATED PAYMENTS) = 1)	Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> (RECEIVED SUPPORTIVE SERVICES (EXCEPT NEEDS-RELATED PAYMENTS) = 1)
12. Number receiving needs-related payments	Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= the beginning of the report period <b>or</b> DATE COMPLETED TRAINING is null) <b>and</b> (NEEDS-RELATED PAYMENTS = 1)	Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> DATE ENTERED TRAINING <= end of the report period <b>and</b> (DATE COMPLETED TRAINING >= 20090501 <b>or</b> DATE COMPLETED TRAINING is null) <b>and</b> (NEEDS-RELATED PAYMENTS = 1)



## Attachment B

### Monthly Reporting Requirements for the WIA Youth Recovery Act Services

State grantees will begin reporting on a monthly basis on current activities for the WIA Youth Recovery Act services for the month of June, with the first supplemental report due -on July 15-~~for the month of June~~. The definitions and specifications for the data elements included in the form (included below) are based on the current WIA performance reporting system. The reporting requirements strive to keep the additional reporting burden for the state and local level to a minimum, while ensuring that states report sufficient information that shows stakeholders the impact of the Recovery Act.

#### Description of Performance Indicators

##### 1) Work Readiness Attainment Rate

- Defined as the percentage of participants in summer employment who attain a Work Readiness Skill Goal
- Numerator, denominator, and rate are reported
- Participants have until the end of their summer work experience to attain the goal. ~~(A~~all applicable participants should be reported in this measure in the report ending September 30.)~~.~~
- When setting work readiness goals, Local Workforce Investment Areas (LWIAs) should follow the definition for a work readiness skill goal as specified in  
TEGL 17-05, Attachment B Definition of Key Terms found at [http://wdr.doleta.gov/directives/attach/TEGL17-05\\_AttachB.pdf](http://wdr.doleta.gov/directives/attach/TEGL17-05_AttachB.pdf). The key part of the definition is the need for LWIAs to determine whether a youth has achieved a measurable increase in work readiness skills-~~has occurred~~. States and/or local areas should establish a methodology for determining work readiness skills upon beginning and completing the summer experience in order to determine whether a measurable increase has occurred. Although LWIAs are not required to use a specific assessment instrument to determine pre- and post-work readiness skills, LWIAs ~~should~~can choose from a variety of assessment tools including worksite supervisor evaluations, work readiness skill checklists administered by program staff, portfolio assessments, and any other relevant forms of assessing work readiness skills.
- The same instrument(s) must be utilized for post-testing that is used for pre-testing.

## 2) Summer Employment Completion Rate

- The rate is the number of youth who complete their summer employment activity (numerator) divided by the number of youth who participate in summer employment (denominator).
- Summer employment work experiences should have predetermined start and end dates. ~~(F~~for example, many programs run six or eight week summer employment opportunities~~.)~~. This indicator is intended to measure the percentage of participants who complete their entire summer work experience without dropping out prior to the planned end date.

### Additional Clarification on Reporting

#### *Who should appear on the monthly supplemental Recovery Act reports, and who should appear on the regular WIA Youth reports (WIASRD, annual report, quarterly report)?*

- All youth served with any Recovery Act funds are to be reported on the supplemental, monthly report.
- Any youth that is served by both Recovery Act funds and regular WIA Youth funds is required to be reported in the supplemental, monthly report and in the regular WIA Youth reports (WIASRD, annual report, quarterly report).
- Any youth that is are-only served between May 1 and September 30 (the “summer” period) and participate in a summer employment work experience should only appear on the monthly supplemental report.
- Youth, aged 22 to 24 years old, are an exception. Please see explanation below.

#### *Which performance measures are required for youth in Recovery-Act funded activities and non-Recovery-Act funded activities?*

- If youth are only served between May 1 and– September 30 (the “summer” period) and participate in a summer employment work experience, the only performance indicator required for these youth is the work readiness indicator. These youth would not be 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 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 work experience only beyond the summer months.

How should states report on youth, aged 22 to 24 years old, who are outside of the regular WIA Youth eligibility?

- Since youth, aged 22 to 24 years old, are outside of the regular WIA Youth eligibility, they should not be included in the regular WIA Youth reports regardless of service mix or the timeframe, in which they receive services. ETA encourages states and/or local areas who serve 22 to 24 years old youth beyond the summer to co-enroll them in a WIA Adult and/or Dislocated Worker program when appropriate. If such youth are co-enrolled in the WIA Adult Program, they would be reported through the WIA Adult performance measures. If such youth are co-enrolled in the WIA Dislocated Worker program, they would be reported through the WIA Dislocated Worker performance measures.

What is the definition of “summer employment” for reporting purposes?

- As defined in TEGE 14-08, “summer employment” may include any set of allowable WIA Youth services that occur during the above referenced summer months as long as it includes a work experience component.

What is the definition of “work experience” for reporting purposes?

- Work experience is defined under WIA regulations at 20 CFR 664.460.
- If such youth are only served between May 1—September 30 (the “summer” period) and participate in a summer employment work-experience, the only performance indicator required for these youth is the work readiness indicator. These youth would not be 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 common measures waiver. (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 work experience only beyond the summer months).
- The only exception is for youth 22 to 24 years old. Since these youth are outside of the regular WIA Youth eligibility, they would not be included in the regular WIA Youth reports. ETA encourages states and/or local areas who serve 22 to 24 years old youth beyond the summer to co-enroll them in a WIA Adult and/or Dislocated Worker program when appropriate. If such youth are co-enrolled in the WIA Adult Program, they would be reported through the WIA Adult performance measures. If such youth are co-enrolled in the WIA Dislocated Worker program, they would be reported through the WIA Dislocated Worker performance measures.

- Any youth that 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.



**YOUTH SERVED WITH WIA RECOVERY ACT RESOURCES  
MONTHLY REPORT**



ETA Form: ETA-9149

Report Due Date: mm/dd/yyyy

Report Month End Date: mm/dd/yyyy

OMB No. 1205-XXXX

Expires: mm/dd/yyyy

State: \_\_\_\_\_

Performance Items		Current Month (A)	Previous Month (B)	Program-to-Date (C)
<b>A. PARTICIPANT SUMMARY INFORMATION</b>				
1. Total number of <u>new</u> participants served				
2. Total number of participants served				
Gender	3a. Male			
	3b. Female			
4. Ethnicity: Hispanic/Latino				
Race	5a. American Indian or Alaska Native			
	5b. Asian			
	5c. Black or African-American			
	5d. Hawaiian Native or Other Pacific Islander			
	5e. White			
Education Level	6a. 8th grade and under			
	6b. 9th grade - 12th grade			
	6c. High School graduate or equivalent			
	6d. 1 - 3 years of college, or full-time technical or vocational school			
	6e. 4 years college or more			
School Status	7a. In-school youth			
	7b. Out-of-school youth			
Age	8a. 14 - 18			
	8b. 19 - 21			
	8c. 22 - 24			
9. Individuals with disabilities				
10. Eligible Veterans				
11. Number of participants placed in summer employment				
12. Number of participants placed in work experiences outside of the summer months				
13. Number of participants served receiving educational achievement services				
14. Number of participants receiving employment services				
15. Number of participants receiving additional support services for youth				
16. Number of participants receiving leadership development opportunities				
17. Number of participants receiving follow up services				
18. Number of summer employment participants enrolled in services beyond summer employment				
Performance Items		Current Month (A)	Previous Month (B)	Program-to-Date (C)
		Value	Value	Value
		<i>Numerator</i>	<i>Numerator</i>	<i>Numerator</i>
		<i>Denominator</i>	<i>Denominator</i>	<i>Denominator</i>
<b>B. LEADING INDICATORS of PERFORMANCE</b>				
1. Work readiness attainment rate				
2. Summer employment completion rate				
<b>C. REPORT CERTIFICATION/ADDITIONAL COMMENTS</b>				
Grantee Remarks:				
Name of Grantee Certifying Official:		Telephone Number:	Email:	

This reporting requirement is approved under the Paperwork Reduction Act of 1995, OMB Control No. 1205-XXXX, expiring XX/XX/XXXX. Persons are not required to respond to this collection of information unless it displays a currently valid OMB number and expiration date. Public reporting burden for this collection of information is estimated to average 29 hours per response, including time for reviewing instructions, searching existing data sources, gathering and reviewing the collection of information. The reason for the collection of information is general program oversight, evaluation and performance assessment. Send comments regarding this burden, to the U.S. Department of Labor, Employment and Training Administration, Office of Performance and Technology, 200 Constitution Avenue, NW, Room S-5206, Washington, D.C. 20210 (Paperwork Reduction Project 1205-XXXX).

**ATTACHMENT B  
YOUTH SERVED WITH WIA RECOVERY ACT RESOURCES  
MONTHLY REPORT DEFINITIONS**

Performance Item		Definition
<b>A. PARTICIPANT SUMMARY INFORMATION</b>		
1. Total number of <u>new</u> participants served		The sum of youth participants who began participation during the reporting period.
2. Total number of participants served		The sum of youth participants during the reporting period.
<b>Gender</b>	3a. Male	The sum of youth participants who are male during the reporting period.
	3b. Female	The sum of youth participants who are female during the reporting period.
4. Ethnicity: Hispanic/Latino		The sum of youth participants who indicates that he/she is a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture in origin, regardless of race.
<b>Race</b>	5a. American Indian or Alaska Native	The sum of youth participants who indicates that he/she is a person having origins in any of the original peoples of North America and South America (including Central America), and who maintains cultural identification through tribal affiliation or community recognition.
	5b. Asian	The sum of youth participants who indicates that he/she is a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent (e.g., India, Pakistan, Bangladesh, Sri Lanka, Nepal, Sikkim, and Bhutan). This area includes, for example, Cambodia, China, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
	5c. Black or African-American	The sum of youth participants who indicates that he/she is a person having origins in any of the black racial groups of Africa.
	5d. Hawaiian Native or Other Pacific Islander	The sum of youth participants who indicates that he/she is a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
	5e. White	The sum of youth participants who indicates that he/she is a person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
<b>Education Level</b>	6a. 8th grade and under	The sum of youth participants whose highest school grade completed was 8 <sup>th</sup> grade or under during the reporting period.
	6b. 9th grade - 12th grade	The sum of youth participants whose highest school grade completed was 9 <sup>th</sup> grade to 12 <sup>th</sup> grade inclusive during the reporting period. (This includes individual with a disability who received a certificate of attendance/completion.)
	6c. High School graduate or equivalent	The sum of youth participants whose highest school grade completed was High School graduate or equivalent.

**ATTACHMENT B  
YOUTH SERVED WITH WIA RECOVERY ACT RESOURCES  
MONTHLY REPORT DEFINITIONS**

<b>Performance Item</b>		<b>Definition</b>
	6d. 1 - 3 years of college, or full-time technical or vocational school	The sum of youth participants whose highest school grade completed was 1 - 3 years of college, or full-time technical or vocational school. (This includes individuals who received other post secondary degree or certificate or an associates diploma or degree (AA/AS))
	6e. 4 years of college or more	The sum of youth participants whose highest school grade completed was 4 years of college or more.
<b>School Status</b>	7a. In-school youth	The sum of youth participants who (a) have not received a secondary school diploma or its recognized equivalent and is attending any secondary school (including elementary, intermediate, junior high school, whether full or part-time), or are between school terms and intends to return to school; (b) have not received a secondary school diploma or its recognized equivalent and are attending an alternative high school or an alternative course of study approved by the local educational agency whether full or part-time; or (c) have received a secondary school diploma or its recognized equivalent and is attending a post-secondary school (whether full or part-time), except for those who are basic skill deficient, or are between school terms and intends to return to school.
	7b. Out-of-school youth	The sum of youth participants who are: (a) no longer attending any school and have not received a secondary school diploma or its recognized equivalent; (b) not attending any school and have either graduated from high school or hold a GED; or (c) attending post-secondary school and are basic skills deficient.
<b>Age</b>	8a. 14 - 18	The sum of participants between the ages of 14 and 18 at first Recovery Act service date.
	8b. 19 - 21	The sum of participants between the ages of 19 and 21 at first Recovery Act service date.
	8c. 22 - 24	The sum of youth participants between the ages of 22 and 24 at first Recovery Act service date.

**ATTACHMENT B  
YOUTH SERVED WITH WIA RECOVERY ACT RESOURCES  
MONTHLY REPORT DEFINITIONS**

Performance Item	Definition
9. Individuals with disabilities	The sum of participants that indicate that he/she has any "disability," as defined in Section 3(2)(a) of the Americans with Disabilities Act of 1990 (42 U.S.C. 12102). Under that definition, a "disability" is a physical or mental impairment that substantially limits one or more of the person's major life activities. (For definitions and examples of "physical or mental impairment" and "major life activities," see paragraphs (1) and (2) of the definition of the term "disability" in 29 CFR 37.4, the definition section of the WIA non-discrimination regulations.)
10. Eligible Veterans	The sum of participants who served in the active U.S. military, naval, or air service for a period of less than or equal to 180 days, and who was discharged or released from such service under conditions other than dishonorable, or the individual served on active duty for a period of more than 180 days and was discharged or released with other than a dishonorable discharge; <u>or</u> was discharged or released because of a service connected disability; <u>or</u> as a member of a reserve component under an order to active duty pursuant to section 167 (a), (d), or, (g), 673 (a) of Title 10, U.S.C., served on active duty during a period of war or in a campaign or expedition for which a campaign badge is authorized and was discharged or released from such duty with other than a dishonorable discharge. Include also the sum of WIA Adult participants who are (a) the spouse of any person who died on active duty or of a service-connected disability; (b) the spouse of any member of the Armed Forces serving on active duty who at the time of application for assistance under this part, is listed, pursuant to 38 U.S.C. 101 and the regulations issued there under, by the Secretary concerned, in one or more of the following categories and has been so listed for more than 90 days: (i) missing in action, (ii) captured in the line of duty by a hostile force, or (iii) forcibly detained or interned in the line of duty by a foreign government or power; or (c) the spouse of any person who has a total disability permanent in nature resulting from a service-connected disability or the spouse of a veteran who died while a disability so evaluated was in existence.
11. Number of participants placed in summer employment	The sum of participants who participated in summer employment during the report period. Note: Per TEGL 14-08 in order to be classified as summer employment, a work experience component must be included.
12. Number of participants placed in work experiences outside of the summer months	The sum of youth participants who participated in work experiences during the reporting period (excluding the summer months).



**ATTACHMENT B  
YOUTH SERVED WITH WIA RECOVERY ACT RESOURCES  
MONTHLY REPORT DEFINITIONS**

Performance Item	Definition
13. Number of participants served receiving educational achievement services	The sum of youth participants who received educational achievement services during the reporting period. Educational achievement services include, but are not limited to, tutoring, study skills training, and instruction leading to secondary school completion, including dropout prevention strategies; and alternative secondary school offerings.
14. Number of participants receiving employment services	Employment services include paid and unpaid work experiences, including internships, and job shadowing; and occupational skills training.
15. Number of participants receiving additional support services for youth	The sum of participants who receive supports for youth services during the report period that include, but are not limited to, the following: (a) adult mentoring for a duration of at least twelve (12) months, that may occur both during and after program participation or (b) comprehensive guidance and counseling, including drug and alcohol abuse counseling, as well as referrals to counseling, as appropriate to the needs of the individual youth.
16. Number of participants receiving leadership development opportunities	The sum of youth participants who receive services during the report period that include, but are not limited to, opportunities that encourage responsibility, employability, and other positive social behaviors such as (a) exposure to post-secondary educational opportunities; (b) community and service learning projects; (c) peer-centered activities, including peer mentoring and tutoring; (d) organizational and team work training, including team leadership training; (e) training in decision making, including determining priorities; and (f) citizenship training, including life skills training such as parenting, work behavior training, and budgeting of resources.
17. Number of participants receiving follow up services	The sum of participants who receive follow-up services during the report period. Follow-up services for youth include (a) regular contact with a youth participant's employer, including assistance in addressing work-related problems that arise; (b) assistance in securing better paying jobs, career development and further education; (c) work-related peer support groups; (d) adult mentoring; and (e) tracking the progress of youth in employment after training.
18. Number of summer employment participants enrolled in services beyond summer employment.	The sum of participants who participated in summer employment and continued to receive services beyond September 30 (of the year in which they participate in summer employment) through any other program, including the WIA Youth Recovery Act program, or other WIA funded programs.
<b>B. LEADING INDICATOR of PERFORMANCE</b>	

**ATTACHMENT B  
YOUTH SERVED WITH WIA RECOVERY ACT RESOURCES  
MONTHLY REPORT DEFINITIONS**

<b>Performance Item</b>	<b>Definition</b>
1. Percentage of participants in summer employment who attain a Work Readiness Skill Goal	The percentage of youth participants who attain a Work Readiness Skill Goal during the report period.
2. Summer employment completion rate	The percentage of youth participants who complete their summer work experience without dropping out prior to the scheduled end date of the work experience.

**ATTACHMENT B  
YOUTH SERVED WITH WIA RECOVERYACT RESOURCES  
MONTHLY REPORT SPECIFICATIONS**

Performance Item		Report Specification	
		Current Month (A)	Program-to-Date (C)
<b>A. PARTICIPANT SUMMARY INFORMATION</b>			
1. Total number of <u>new</u> participants served		Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE >= beginning of the report period <b>and</b> <= end of the report period	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE >= 20090501 <b>and</b> <= end of the report period
2. Total number of participants served		Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null)	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null)
<b>Gender</b>	3a. Male	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> GENDER = 1	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> GENDER = 1
	3b. Female	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> GENDER = 2	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> GENDER = 2
4. Ethnicity: Hispanic/Latino		Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> ETHNICITY HISPANIC/LATINO = 1	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> ETHNICITY HISPANIC/LATINO = 1
<b>Race</b>	5a. American Indian or Alaska Native	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> AMERICAN INDIAN OR ALASKA NATIVE = 1	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> AMERICAN INDIAN OR ALASKA NATIVE = 1
	5b. Asian	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> ASIAN = 1	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> ASIAN = 1

**ATTACHMENT B  
YOUTH SERVED WITH WIA RECOVERYACT RESOURCES  
MONTHLY REPORT SPECIFICATIONS**

Performance Item		Report Specification	
		Current Month (A)	Program-to-Date (C)
	5c. Black or African-American	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> BLACK OR AFRICAN AMERICAN = 1	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> BLACK OR AFRICAN AMERICAN = 1
	5d. Hawaiian Native or Other Pacific Islander	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER = 1	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER = 1
	5e. White	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> WHITE = 1	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> WHITE = 1
Education Level	6a. 8th grade and under	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> HIGHEST SCHOOL GRADE COMPLETED <= 8	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> HIGHEST SCHOOL GRADE COMPLETED <= 8
	6b. 9th grade - 12th grade	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> ((HIGHEST SCHOOL GRADE COMPLETED >= 9 <b>and</b> HIGHEST SCHOOL GRADE COMPLETED <= 12) <b>or</b> HIGHEST SCHOOL GRADE COMPLETED = 89)	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> ((HIGHEST SCHOOL GRADE COMPLETED >= 9 <b>and</b> HIGHEST SCHOOL GRADE COMPLETED <= 12) <b>or</b> HIGHEST SCHOOL GRADE COMPLETED = 89)
	6c. High School graduate or equivalent	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> (HIGHEST SCHOOL GRADE COMPLETED = 87 <b>or</b> HIGHEST SCHOOL GRADE COMPLETED = 88)	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> (HIGHEST SCHOOL GRADE COMPLETED = 87 <b>or</b> HIGHEST SCHOOL GRADE COMPLETED = 88)

**ATTACHMENT B  
YOUTH SERVED WITH WIA RECOVERYACT RESOURCES  
MONTHLY REPORT SPECIFICATIONS**

Performance Item		Report Specification	
		Current Month (A)	Program-to-Date (C)
	6d. 1 - 3 years of college, or full-time technical or vocational school	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> ((HIGHEST SCHOOL GRADE COMPLETED >= 13 <b>and</b> HIGHEST SCHOOL GRADE COMPLETED <= 15) <b>or</b> HIGHEST SCHOOL GRADE COMPLETED = 90 <b>or</b> HIGHEST SCHOOL GRADE COMPLETED = 91)	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> ((HIGHEST SCHOOL GRADE COMPLETED >= 13 <b>and</b> HIGHEST SCHOOL GRADE COMPLETED <= 15) <b>or</b> HIGHEST SCHOOL GRADE COMPLETED = 90 <b>or</b> HIGHEST SCHOOL GRADE COMPLETED = 91)
	6e. 4 years of college or more	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> (HIGHEST SCHOOL GRADE COMPLETED = 16 <b>or</b> HIGHEST SCHOOL GRADE COMPLETED = 17)	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> (HIGHEST SCHOOL GRADE COMPLETED = 16 <b>or</b> HIGHEST SCHOOL GRADE COMPLETED = 17)
School Status	7a. In-school youth	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> ((SCHOOL STATUS AT PARTICIPATION => 1 <b>and</b> SCHOOL STATUS AT PARTICIPATION <= 2) <b>or</b> (SCHOOL STATUS AT PARTICIPATION = 3 <b>and</b> (BASIC LITERACY SKILLS DEFICIENCY = 2 <b>or</b> BASIC LITERACY SKILLS DEFICIENCY is null)))	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> ((SCHOOL STATUS AT PARTICIPATION => 1 <b>and</b> SCHOOL STATUS AT PARTICIPATION <= 2) <b>or</b> (SCHOOL STATUS AT PARTICIPATION = 3 <b>and</b> (BASIC LITERACY SKILLS DEFICIENCY = 2 <b>or</b> BASIC LITERACY SKILLS DEFICIENCY is null)))
	7b. Out-of-school youth	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> (SCHOOL STATUS AT PARTICIPATION > 3 <b>or</b> (SCHOOL STATUS AT PARTICIPATION = 3 <b>and</b> BASIC LITERACY SKILLS DEFICIENCY = 1))	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> (SCHOOL STATUS AT PARTICIPATION > 3 <b>or</b> (SCHOOL STATUS AT PARTICIPATION = 3 <b>and</b> BASIC LITERACY SKILLS DEFICIENCY = 1))

**ATTACHMENT B  
YOUTH SERVED WITH WIA RECOVERYACT RESOURCES  
MONTHLY REPORT SPECIFICATIONS**

Performance Item		Report Specification	
		Current Month (A)	Program-to-Date (C)
Age	8a. 14 - 18	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> ((DATE OF BIRTH + 14 years >= beginning of the report period <b>and</b> DATE OF BIRTH + 14 years <= end of the report period) <b>or</b> (DATE OF BIRTH + 15 years >= beginning of the report period <b>and</b> DATE OF BIRTH + 15 years <= end of the report period) <b>or</b> (DATE OF BIRTH + 16 years >= beginning of the report period <b>and</b> DATE OF BIRTH + 16 years <= end of the report period) <b>or</b> (DATE OF BIRTH + 17 years >= beginning of the report period <b>and</b> DATE OF BIRTH + 17 years <= end of the report period) <b>or</b> (DATE OF BIRTH + 18 years >= beginning of the report period <b>and</b> DATE OF BIRTH + 18 years <= end of the report period))	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> ((DATE OF BIRTH + 14 years >= 20090501 <b>and</b> DATE OF BIRTH + 14 years <= end of the report period) <b>or</b> (DATE OF BIRTH + 15 years >= 20090501 <b>and</b> DATE OF BIRTH + 15 years <= end of the report period) <b>or</b> (DATE OF BIRTH + 16 years >= 20090501 <b>and</b> DATE OF BIRTH + 16 years <= end of the report period) <b>or</b> (DATE OF BIRTH + 17 years >= 20090501 <b>and</b> DATE OF BIRTH + 17 years <= end of the report period) <b>or</b> (DATE OF BIRTH + 18 years >= beginning of the report period <b>and</b> DATE OF BIRTH + 18 years <= end of the report period))
	8b. 19 - 21	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> ((DATE OF BIRTH + 19 years >= beginning of the report period <b>and</b> DATE OF BIRTH + 19 years <= end of the report period) <b>or</b> (DATE OF BIRTH + 20 years >= beginning of the report period <b>and</b> DATE OF BIRTH + 20 years <= end of the report period) <b>or</b> (DATE OF BIRTH + 21 years >= beginning of the report period <b>and</b> DATE OF BIRTH + 21 years <= end of the report period))	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> ((DATE OF BIRTH + 19 years >= 20090501 <b>and</b> DATE OF BIRTH + 19 years <= end of the report period) <b>or</b> (DATE OF BIRTH + 20 years >= 20090501 <b>and</b> DATE OF BIRTH + 20 years <= end of the report period) <b>or</b> (DATE OF BIRTH + 21 years >= 20090501 <b>and</b> DATE OF BIRTH + 21 years <= end of the report period))
	8c. 22 - 24	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> ((DATE OF BIRTH + 22 years >= beginning of the report period <b>and</b> DATE OF BIRTH + 22 years <= end of the report period) <b>or</b> (DATE OF BIRTH + 23 years >= beginning of the report period <b>and</b> DATE OF BIRTH + 23 years <= end of the report period) <b>or</b> (DATE OF BIRTH + 24 years >= beginning of the report period <b>and</b> DATE OF BIRTH + 24 years <= end of the report period))	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> ((DATE OF BIRTH + 22 years >= 20090501 <b>and</b> DATE OF BIRTH + 22 years <= end of the report period) <b>or</b> (DATE OF BIRTH + 23 years >= 20090501 <b>and</b> DATE OF BIRTH + 23 years <= end of the report period) <b>or</b> (DATE OF BIRTH + 24 years >= 20090501 <b>and</b> DATE OF BIRTH + 24 years <= end of the report period))
9. Individuals with disabilities		Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b>	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b>

**ATTACHMENT B  
YOUTH SERVED WITH WIA RECOVERYACT RESOURCES  
MONTHLY REPORT SPECIFICATIONS**

Performance Item	Report Specification	
	Current Month (A)	Program-to-Date (C)
	(DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> INDIVIDUAL WITH A DISABILITY = 1	(DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> INDIVIDUAL WITH A DISABILITY = 1
10. Eligible Veterans	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> (ELIGIBLE VETERAN STATUS = 1 <b>or</b> ELIGIBLE VETERAN STATUS = 2 <b>or</b> ELIGIBLE VETERAN STATUS = 3)	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> (ELIGIBLE VETERAN STATUS = 1 <b>or</b> ELIGIBLE VETERAN STATUS = 2 <b>or</b> ELIGIBLE VETERAN STATUS = 3)
11. Number of participants placed in summer employment	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> RECEIVED SUMMER EMPLOYMENT OPPORTUNITIES = 1	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> RECEIVED SUMMER EMPLOYMENT OPPORTUNITIES = 1
12. Number of participants placed in work experiences outside of the summer months	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> PLACED IN WORK EXPERIENCE = yes <b>and</b> (the date of service is >= October 1 <sup>st</sup> <b>and</b> <= April 30 <sup>th</sup> )  Note: PLACED IN WORK EXPERIENCE is not a WIASRD element	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> PLACED IN WORK EXPERIENCE = yes <b>and</b> (the date of service is >= October 1 <sup>st</sup> <b>and</b> <= April 30 <sup>th</sup> )  Note: PLACED IN WORK EXPERIENCE is not a WIASRD element
13. Number of participants served receiving educational achievement services	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> RECEIVED EDUCATIONAL ACHIEVEMENT SERVICES = 1	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> RECEIVED EDUCATIONAL ACHIEVEMENT SERVICES = 1
14. Number of participants receiving employment services	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> RECEIVED EMPLOYMENT SERVICES = 1	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> RECEIVED EMPLOYMENT SERVICES = 1

**ATTACHMENT B  
YOUTH SERVED WITH WIA RECOVERYACT RESOURCES  
MONTHLY REPORT SPECIFICATIONS**

Performance Item	Report Specification	
	Current Month (A)	Program-to-Date (C)
15. Number of participants receiving additional support services for youth	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> RECEIVED ADDITIONAL SUPPORT FOR YOUTH SERVICES = 1	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> RECEIVED ADDITIONAL SUPPORT FOR YOUTH SERVICES = 1
16. Number of participants receiving leadership development opportunities	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> RECEIVED LEADERSHIP DEVELOPMENT OPPORTUNITIES = 1	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> RECEIVED LEADERSHIP DEVELOPMENT OPPORTUNITIES = 1
17. Number of participants receiving follow up services	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> RECEIVED FOLLOW-UP SERVICES = 1	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> RECEIVED FOLLOW-UP SERVICES = 1
18. Number of summer employment participants enrolled in services beyond summer employment.	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> RECEIVED SUMMER EMPLOYMENT OPPORTUNITIES = 1 <b>and</b> (WIA Adult = yes <b>or</b> WIA Dislocated Worker = yes <b>or</b> WIA Youth = yes <b>or</b> Wagner-Peyser = yes)	Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> RECEIVED SUMMER EMPLOYMENT OPPORTUNITIES = 1 <b>and</b> (WIA Adult = yes <b>or</b> WIA Dislocated Worker = yes <b>or</b> WIA Youth = yes <b>or</b> Wagner-Peyser = yes)

**B. LEADING INDICATOR of PERFORMANCE**



**ATTACHMENT B  
YOUTH SERVED WITH WIA RECOVERYACT RESOURCES  
MONTHLY REPORT SPECIFICATIONS**

Performance Item	Report Specification	
	Current Month (A)	Program-to-Date (C)
1. Percentage of participants in summer employment who attain a Work Readiness Skill Goal	(Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> RECEIVED SUMMER EMPLOYMENT OPPORTUNITIES = 1 <b>and</b> (GOAL #1 TYPE = 3 <b>and</b> ATTAINMENT OF GOAL #1 = 1) divided by (Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> RECEIVED SUMMER EMPLOYMENT OPPORTUNITIES = 1)	(Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> RECEIVED SUMMER EMPLOYMENT OPPORTUNITIES = 1 <b>and</b> (GOAL #1 TYPE = 3 <b>and</b> ATTAINMENT OF GOAL #1 = 1) divided by (Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> RECEIVED SUMMER EMPLOYMENT OPPORTUNITIES = 1)
2. Summer employment completion rate	(Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> COMPLETED SUMMER EMPLOYMENT PROGRAM = yes divided by (Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> RECEIVED SUMMER EMPLOYMENT OPPORTUNITIES = 1  Note: COMPLETED SUMMER EMPLOYMENT PROGRAM is not a WIASRD element	(Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> COMPLETED SUMMER EMPLOYMENT PROGRAM = yes divided by (Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT >= 20090501 <b>or</b> DATE OF EXIT is null) <b>and</b> RECEIVED SUMMER EMPLOYMENT OPPORTUNITIES = 1  Note: COMPLETED SUMMER EMPLOYMENT PROGRAM is not a WIASRD element

## **Attachment C**

### **Monthly Reporting Requirements for the Wagner-Peyser Act Program, Including the Reemployment Services Grants**

State grantees will begin reporting on a monthly basis on current activities for the Wagner-Peyser Program, and Reemployment Services Grants, on July 15 for the month of June. The definitions for the data elements included in the form are taken from the current Wagner-Peyser performance reporting system. The Wagner-Peyser Act monthly performance reporting is divided into two components: Wagner-Peyser Act base grants and Reemployment Services Grants.



**WAGNER-PEYSER EMPLOYMENT SERVICE and REEMPLOYMENT SERVICES GRANTS  
MONTHLY REPORT**

ETA Form: ETA-9147

Report Due Date: *mm/dd/yyyy*

Report Month End Date: *mm/dd/yyyy*

OMB No. 1205-XXXX

Expires: *mm/dd/yyyy*

State: \_\_\_\_\_

Performance Items	STAFF-ASSISTED SERVICES			SELF-SERVICES		
	Current Month (A)	Previous Month (B)	Program-to-Date (C)	Current Month (A)	Previous Month (B)	Program-to-Date (C)
	All Job Seekers	All Job Seekers	All Job Seekers	All Job Seekers	All Job Seekers	All Job Seekers
<b>A. WAGNER-PEYSER EMPLOYMENT SERVICE PARTICIPANT SUMMARY INFORMATION</b>						
1. Total number of <u>new</u> participants served						
2. Total number of participants served						
3. Number of Veterans served						
4. Number received workforce information services						
5. Number received career guidance						
6. Number received job search activities						
7. Number referred to employment						
8. Number referred to WIA services						

Performance Items	STAFF-ASSISTED SERVICES		
	Current Month (A)	Previous Month (B)	Program-to-Date (C)
	RES Participants	RES Participants	RES Participants
<b>B. REEMPLOYMENT SERVICES PARTICIPANT SUMMARY INFORMATION</b>			
1. Total number of <u>new</u> participants served			
2. Total number of participants served			
3. Number of Veterans served			
4. Number received workforce information services			
5. Number received career guidance			
6. Number received job search activities			
7. Number referred to employment			
8. Number referred to WIA services			
9. Number referred to training, including WIA-funded training			

<b>C. REPORT CERTIFICATION/ADDITIONAL COMMENTS</b>		
Grantee Remarks:		
Name of Grantee Certifying Official:	Telephone Number:	Email:

This reporting requirement is approved under the Paperwork Reduction Act of 1995, OMB Control No. 1205-XXXX, expiring XXXXX/XXXX. Persons are not required to respond to this collection of information unless it displays a currently valid OMB number and expiration date. Public reporting burden for this collection of information is estimated to average 9 hours per response, including time for reviewing instructions, searching existing data sources, gathering and reviewing the collection of information. The reason for the collection of information is general program oversight, evaluation and performance assessment. Send comments regarding this burden, to the U.S. Department of Labor, Employment and Training Administration, Office of Performance and Technology, 200 Constitution Avenue, NW, Room S-5206, Washington, D.C. 20210 (Paperwork Reduction Project 1205-XXXX).

**ATTACHMENT C**  
**WAGNER-PEYSER EMPLOYMENT SERVICE AND REEMPLOYMENT SERVICES GRANTS**  
**MONTHLY REPORT DEFINITIONS**

Performance Item	Definition
1. Total number of <u>new</u> participants served	The sum of participants who began participation during the reporting period.
2. Total number of participants served	The sum of participants during the reporting period.
3. Number of Veterans served	The sum of participants who served in the active U.S. military, naval, or air service for a period of less than or equal to 180 days, and who was discharged or released from such service under conditions other than dishonorable, or the individual served on active duty for a period of more than 180 days and was discharged or released with other than a dishonorable discharge; <u>or</u> was discharged or released because of a service connected disability; <u>or</u> as a member of a reserve component under an order to active duty pursuant to section 167 (a), (d), or, (g), 673 (a) of Title 10, U.S.C., served on active duty during a period of war or in a campaign or expedition for which a campaign badge is authorized and was discharged or released from such duty with other than a dishonorable discharge. Include also the sum of WIA Adult participants who are (a) the spouse of any person who died on active duty or of a service-connected disability; (b) the spouse of any member of the Armed Forces serving on active duty who at the time of application for assistance under this part, is listed, pursuant to 38 U.S.C. 101 and the regulations issued thereunder, by the Secretary concerned, in one or more of the following categories and has been so listed for more than 90 days: (i) missing in action, (ii) captured in the line of duty by a hostile force, or (iii) forcibly detained or interned in the line of duty by a foreign government or power; or (c) the spouse of any person who has a total disability permanent in nature resulting from a service-connected disability or the spouse of a veteran who died while a disability so evaluated was in existence. NOTE: This definition also includes the sum of transitioning service members (TMS) that are in active duty status (including separation leave) who participate in employment services and are within 24 months of retirement or 12 months of separation.
4. Number received workforce information services	The sum of participants who received staff assisted workforce information services during the reporting period including information on state and local labor market conditions; industries, occupations and characteristics of the workforce; area business identified skills needs; employer wage and benefit trends; short and long term industry and occupational projections; worker supply and demand; and job vacancies survey results. Workforce information also

**ATTACHMENT C**  
**WAGNER-PEYSER EMPLOYMENT SERVICE AND REEMPLOYMENT SERVICES GRANTS**  
**MONTHLY REPORT DEFINITIONS**

Performance Item	Definition
	includes local employment dynamics information such as workforce availability; business turnover rates; job creation; and job identification of high growth and high demand industries.
5. Number received career guidance	The sum of participants who received services which include the provision of information, materials, suggestions, or advice which are intended to assist the job seeker in making occupation or career decisions during the reporting period.
6. Number received job search activities	The sum of participants who received services during the reporting period which are designed to help the job seeker plan and carry out a successful job hunting strategy. The services include resume preparation assistance, job search workshops, job finding clubs, and development of a job search plan. "Resume Assistance" - Providing instructions on the content and format of resumes and cover letters and providing assistance in the development and production of the same. "Job Search Workshops" - An organized activity that provides instructions on resume writing, application preparation, interviewing skills, and/or job lead development. "Job Finding Clubs" - have all the elements of the ES Job Search Workshop, plus a period of structured application where participants attempt to obtain jobs. "Job Search Planning" - Development of a plan (not necessarily a written plan) that includes the necessary steps and timetables to achieve employment in specific occupational, industry, or geographic area. NOTE: (a) Provision of workforce information services is not included in this definition (b) Attendance at Transition Assistance Program (TAP) employment workshop is not included in this definition.
7. Number referred to employment	The sum of participants who were referred to employment during the reporting period. A referral to employment is (a) the act of bringing to the attention of an employer an applicant or group of registered job seekers who are available for a job and (b) the record of such a referral. It means the same as "referral to a job."
8. Number referred to WIA services	The sum of participants who were referred to a service delivery component funded under Title I of the Workforce Investment Act of 1998 during the reporting period.
9. Number referred to training, including WIA-funded training  (Note: Reemployment Service Participants only)	The sum of participants who were referred to federally funded training including WIA-funded training under Title I of the Workforce Investment Act of 1998 during the reporting period.

**ATTACHMENT C  
WAGNER-PEYSER EMPLOYMENT SERVICE AND REEMPLOYMENT SERVICES GRANTS  
MONTHLY REPORT SPECIFICATIONS**

Performance Item	Report Specification			
	STAFF ASSISTED SERVICES		SELF SERVICES	
	Current Month (A)	Program-to-Date (C)	Current Month (A)	Program-to-Date (C)
	All Job Seekers	All Job Seekers	All Job Seekers	All Job Seekers
<b>A. WAGNER PEYSER EMPLOYMENT SERVICE PARTICIPANT SUMMARY INFORMATION</b>				
1. Total number of <u>new</u> participants served	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION >= beginning of the report period <b>and</b> <= end of the report period <b>and</b> MOST RECENT DATE RECEIVED STAFF ASSISTED SERVICES >= beginning of the report period <b>and</b> <= end of the report period	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION >= 20000501 <b>and</b> <= end of the report period <b>and</b> MOST RECENT DATE RECEIVED STAFF ASSISTED SERVICES >= 20000501 <b>and</b> <= end of the report period	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION >= beginning of the report period <b>and</b> <= end of the report period <b>and</b> MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES >= beginning of the report period <b>and</b> <= end of the report period	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION >= 20000501 <b>and</b> <= end of the report period <b>and</b> MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES >= 20000501 <b>and</b> <= end of the report period
2. Total number of participants served	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= beginning of the report period <b>or</b> is null <b>and</b> MOST RECENT DATE RECEIVED STAFF ASSISTED SERVICES >= beginning of the report period <b>and</b> <= end of the report period	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= 20000501 <b>or</b> is null <b>and</b> MOST RECENT DATE RECEIVED STAFF ASSISTED SERVICES >= 20000501 <b>and</b> <= end of the report period	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= beginning of the report date <b>or</b> is null <b>and</b> MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES >= beginning of the report period <b>and</b> <= end of the report period	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= 20000501 <b>or</b> is null <b>and</b> MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES >= 20000501 <b>and</b> <= end of the report period

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Performance Item	Report Specification			
	STAFF ASSISTED SERVICES		SELF SERVICES	
	Current Month (A)	Program-to-Date (C)	Current Month (A)	Program-to-Date (C)
	All Job Seekers	All Job Seekers	All Job Seekers	All Job Seekers
3. Number of Veterans served	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= beginning of the report period <b>or</b> is null <b>and</b> (ELIGIBLE VETERAN STATUS = 2 <b>or</b> ELIGIBLE VETERAN STATUS = 3 <b>or</b> TRANSITIONING SERVICE MEMBER (TSM) STATUS =1)	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= the 20000501 <b>or</b> is null <b>and</b> (ELIGIBLE VETERAN STATUS = 2 <b>or</b> ELIGIBLE VETERAN STATUS = 3 <b>or</b> TRANSITIONING SERVICE MEMBER (TSM) STATUS =1)	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= beginning of the report period <b>or</b> is null <b>and</b> (ELIGIBLE VETERAN STATUS = 2 <b>or</b> ELIGIBLE VETERAN STATUS = 3 <b>or</b> TRANSITIONING SERVICE MEMBER (TSM) STATUS =1) <b>and</b> MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES >= beginning of the report period <b>and</b> <= end of the report period	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= 20000501 <b>or</b> is null <b>and</b> (ELIGIBLE VETERAN STATUS = 2 <b>or</b> ELIGIBLE VETERAN STATUS = 3 <b>or</b> TRANSITIONING SERVICE MEMBER (TSM) STATUS =1) <b>and</b> MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES >= 20000501 <b>and</b> <= end of the report period
4. Number received workforce information services	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= beginning of the report period <b>or</b> is null <b>and</b> (MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES is within the report period <b>or</b> MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES (DVOP) is within the report period <b>or</b> MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES (LVER) is within the report period)	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= the 20000501 <b>or</b> is null <b>and</b> (MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES is within the report period <b>or</b> MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES (DVOP) is within the report period <b>or</b> MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES (LVER) is within the report period)	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= beginning of the report period <b>or</b> is null <b>and</b> (MOST RECENT DATE RECEIVED SELF-SERVICE WORKFORCE INFORMATION SERVICES is within the report period)-	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= 20000501 <b>or</b> is null <b>and</b> (MOST RECENT DATE RECEIVED SELF-SERVICE WORKFORCE INFORMATION SERVICES is within the report period)

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<b>Performance Item</b>	<b>Report Specification</b>			
	<b>STAFF ASSISTED SERVICES</b>		<b>SELF SERVICES</b>	
	<b>Current Month (A)</b>	<b>Program-to-Date (C)</b>	<b>Current Month (A)</b>	<b>Program-to-Date (C)</b>
	<b>All Job Seekers</b>	<b>All Job Seekers</b>	<b>All Job Seekers</b>	<b>All Job Seekers</b>
5. Number received career guidance	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= beginning of the report period <b>or</b> is null <b>and</b> (MOST RECENT DATE RECEIVED CAREER GUIDANCE is within the report period <b>or</b> MOST RECENT DATE RECEIVED CAREER GUIDANCE (DVOP) is within the report period <b>or</b> MOST RECENT DATE RECEIVED CAREER GUIDANCE (LVER) is within the report period)	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= 20000501 <b>or</b> is null <b>and</b> (MOST RECENT DATE RECEIVED CAREER GUIDANCE is within the report period <b>or</b> MOST RECENT DATE RECEIVED CAREER GUIDANCE (DVOP) is within the report period <b>or</b> MOST RECENT DATE RECEIVED CAREER GUIDANCE (LVER) is within the report period)	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= beginning of the report period <b>or</b> is null <b>and</b> (MOST RECENT DATE RECEIVED CAREER GUIDANCE is within the report period <b>or</b> MOST RECENT DATE RECEIVED CAREER GUIDANCE (DVOP) is within the report period <b>or</b> MOST RECENT DATE RECEIVED CAREER GUIDANCE (LVER) is within the report period) <b>and</b> MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES >= beginning of the report period <b>and</b> <= end of the report period	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= 20000501 <b>or</b> is null <b>and</b> (MOST RECENT DATE RECEIVED CAREER GUIDANCE is within the report period <b>or</b> MOST RECENT DATE RECEIVED CAREER GUIDANCE (DVOP) is within the report period <b>or</b> MOST RECENT DATE RECEIVED CAREER GUIDANCE (LVER) is within the report period) <b>and</b> MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES >= 20000501 <b>and</b> <= end of the report period



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Performance Item	Report Specification			
	STAFF ASSISTED SERVICES		SELF SERVICES	
	Current Month (A)	Program-to-Date (C)	Current Month (A)	Program-to-Date (C)
	All Job Seekers	All Job Seekers	All Job Seekers	All Job Seekers
6. Number received job search activities	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= beginning of the report period <b>or</b> is null <b>and</b> (MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES is within the report period <b>or</b> MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES (DVOP) is within the report period <b>or</b> MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES (LVER) is within the report period)	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= 20000501 <b>or</b> is null <b>and</b> (MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES is within the report period <b>or</b> MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES (DVOP) is within the report period <b>or</b> MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES (LVER) is within the report period)	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= beginning of the reporting period <b>or</b> is null <b>and</b> (MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES is within the report period <b>or</b> MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES (DVOP) is within the report period <b>or</b> MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES (LVER) is within the report period) <b>and</b> MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES >= beginning of the report period <b>and</b> <= end of the report period	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= 20000501 <b>or</b> is null <b>and</b> (MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES is within the report period <b>or</b> MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES (DVOP) is within the report period <b>or</b> MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES (LVER) is within the report period) <b>and</b> MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES >= 20000501 <b>and</b> <= end of the report period

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Performance Item	Report Specification			
	STAFF ASSISTED SERVICES		SELF SERVICES	
	Current Month (A)	Program-to-Date (C)	Current Month (A)	Program-to-Date (C)
	All Job Seekers	All Job Seekers	All Job Seekers	All Job Seekers
7. Number referred to employment	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= beginning of the report period <b>or</b> is null <b>and</b> (MOST RECENT DATE REFERRED TO EMPLOYMENT is within the report period <b>or</b> MOST RECENT DATE REFERRED TO EMPLOYMENT (DVOP) is within the report period <b>or</b> MOST RECENT DATE REFERRED TO EMPLOYMENT (LVER) is within the report period)	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= 20000501 <b>or</b> is null <b>and</b> (MOST RECENT DATE REFERRED TO EMPLOYMENT is within the report period <b>or</b> MOST RECENT DATE REFERRED TO EMPLOYMENT (DVOP) is within the report period <b>or</b> MOST RECENT DATE REFERRED TO EMPLOYMENT (LVER) is within the report period)	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= beginning of the report period <b>or</b> is null <b>and</b> (MOST RECENT DATE REFERRED TO EMPLOYMENT is within the report period <b>or</b> MOST RECENT DATE REFERRED TO EMPLOYMENT (DVOP) is within the report period <b>or</b> MOST RECENT DATE REFERRED TO EMPLOYMENT (LVER) is within the report period) <b>and</b> MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES >= beginning of the report period <b>and</b> <= end of the report period	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= 20000501 <b>or</b> is null <b>and</b> (MOST RECENT DATE REFERRED TO EMPLOYMENT is within the report period <b>or</b> MOST RECENT DATE REFERRED TO EMPLOYMENT (DVOP) is within the report period <b>or</b> MOST RECENT DATE REFERRED TO EMPLOYMENT (LVER) is within the report period) <b>and</b> MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES >= 20000501 <b>and</b> <= end of the report period

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Performance Item	Report Specification			
	STAFF ASSISTED SERVICES		SELF SERVICES	
	Current Month (A)	Program-to-Date (C)	Current Month (A)	Program-to-Date (C)
	All Job Seekers	All Job Seekers	All Job Seekers	All Job Seekers
8. Number referred to WIA services	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= beginning of the report period <b>or</b> is null <b>and</b> (MOST RECENT DATE REFERRED TO WIA SERVICES is within the report period <b>or</b> MOST RECENT DATE REFERRED TO WIA SERVICES (DVOP) is within the report period <b>or</b> MOST RECENT DATE REFERRED TO WIA SERVICES (LVER) is within the report period)	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= 20000501 is null <b>and</b> (MOST RECENT DATE REFERRED TO WIA SERVICES is within the report period <b>or</b> MOST RECENT DATE REFERRED TO WIA SERVICES (DVOP) is within the report period <b>or</b> MOST RECENT DATE REFERRED TO WIA SERVICES (LVER) is within the report period)	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= beginning of the report period <b>or</b> is null <b>and</b> (MOST RECENT DATE REFERRED TO WIA SERVICES is within the report period <b>or</b> MOST RECENT DATE REFERRED TO WIA SERVICES (DVOP) is within the report period <b>or</b> MOST RECENT DATE REFERRED TO WIA SERVICES (LVER) is within the report period) <b>and</b> MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES >= beginning of the report period <b>and</b> <= end of the report period	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= 20000501 <b>or</b> is null <b>and</b> (MOST RECENT DATE REFERRED TO WIA SERVICES is within the report period <b>or</b> MOST RECENT DATE REFERRED TO WIA SERVICES (DVOP) is within the report period <b>or</b> MOST RECENT DATE REFERRED TO WIA SERVICES (LVER) is within the report period) <b>and</b> MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES >= 20000501 <b>and</b> <= end of the report period

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Performance Item	Report Specification	
	STAFF ASSISTED SERVICES	
	Current Month (A)	Program-to-Date (C)
	All Job Seekers	All Job Seekers
<b>B. REEMPLOYMENT SERVICE PARTICIPANT SUMMARY INFORMATION</b>		
1. Total number of <u>new</u> participants served	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION >= beginning of the report period <b>and</b> <= end of the report period <b>and</b> MOST RECENT DATE RECEIVED STAFF ASSISTED SERVICES >= beginning of the report period <b>and</b> <= end of the report period <b>and</b> (UC ELIGIBLE STATUS = 1 <b>or</b> UC ELIGIBLE STATUS = 2 <b>or</b> UC ELIGIBLE STATUS = 3)	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION >= 20000501 <b>and</b> <= end of the report period <b>and</b> MOST RECENT DATE RECEIVED STAFF ASSISTED SERVICES >= 20000501 <b>and</b> <= end of the report period <b>and</b> (UC ELIGIBLE STATUS = 1 <b>or</b> UC ELIGIBLE STATUS = 2 <b>or</b> UC ELIGIBLE STATUS = 3)
2. Total number of participants served	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= beginning of the report period <b>or</b> is null <b>and</b> MOST RECENT DATE RECEIVED STAFF ASSISTED SERVICES >= beginning of the report period <b>and</b> <= end of the report period <b>and</b> (UC ELIGIBLE STATUS = 1 <b>or</b> UC ELIGIBLE STATUS = 2 <b>or</b> UC ELIGIBLE STATUS = 3)	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= 20000501 <b>or</b> is null <b>and</b> MOST RECENT DATE RECEIVED STAFF ASSISTED SERVICES >= 20000501 <b>and</b> <= end of the report period <b>and</b> (UC ELIGIBLE STATUS = 1 <b>or</b> UC ELIGIBLE STATUS = 2 <b>or</b> UC ELIGIBLE STATUS = 3)
3. Number of Veterans served	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= beginning of the report period <b>or</b> is null <b>and</b> (ELIGIBLE VETERAN STATUS = 2 <b>or</b> ELIGIBLE VETERAN STATUS = 3 <b>or</b> TRANSITIONING SERVICE MEMBER (TSM) STATUS =1) <b>and</b> (UC ELIGIBLE STATUS = 1 <b>or</b> UC ELIGIBLE STATUS = 2 <b>or</b> UC ELIGIBLE STATUS = 3)	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= the 20000501 <b>or</b> is null <b>and</b> (ELIGIBLE VETERAN STATUS = 2 <b>or</b> ELIGIBLE VETERAN STATUS = 3 <b>or</b> TRANSITIONING SERVICE MEMBER (TSM) STATUS =1) <b>and</b> (UC ELIGIBLE STATUS = 1 <b>or</b> UC ELIGIBLE STATUS = 2 <b>or</b> UC ELIGIBLE STATUS = 3)

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	<b>STAFF ASSISTED SERVICES</b>	
	<b>Current Month (A)</b>	<b>Program-to-Date (C)</b>
	<b>All Job Seekers</b>	<b>All Job Seekers</b>
4. Number received workforce information services	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= beginning of the report period <b>or</b> is null <b>and</b> (MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES is within the report period <b>or</b> MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES (DVOP) is within the report period <b>or</b> MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES (LVER) is within the report period) <b>and</b> (UC ELIGIBLE STATUS = 1 <b>or</b> UC ELIGIBLE STATUS = 2 <b>or</b> UC ELIGIBLE STATUS = 3)	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= 20000501 <b>or</b> is null <b>and</b> (MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES is within the report period <b>or</b> MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES (DVOP) is within the report period <b>or</b> MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES (LVER) is within the report period) <b>and</b> (UC ELIGIBLE STATUS = 1 <b>or</b> UC ELIGIBLE STATUS = 2 <b>or</b> UC ELIGIBLE STATUS = 3)
5. Number received career guidance	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= beginning of the report period <b>or</b> is null <b>and</b> (MOST RECENT DATE RECEIVED CAREER GUIDANCE is within the report period <b>or</b> MOST RECENT DATE RECEIVED CAREER GUIDANCE (DVOP) is within the report period <b>or</b> MOST RECENT DATE RECEIVED CAREER GUIDANCE (LVER) is within the report period) <b>and</b> (UC ELIGIBLE STATUS = 1 <b>or</b> UC ELIGIBLE STATUS = 2 <b>or</b> UC ELIGIBLE STATUS = 3)	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= 20000501 <b>or</b> is null <b>and</b> (MOST RECENT DATE RECEIVED CAREER GUIDANCE is within the report period <b>or</b> MOST RECENT DATE RECEIVED CAREER GUIDANCE (DVOP) is within the report period <b>or</b> MOST RECENT DATE RECEIVED CAREER GUIDANCE (LVER) is within the report period) <b>and</b> (UC ELIGIBLE STATUS = 1 <b>or</b> UC ELIGIBLE STATUS = 2 <b>or</b> UC ELIGIBLE STATUS = 3)
6. Number received job search activities	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= beginning of the report period <b>or</b> is null <b>and</b> (MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES is within the report period <b>or</b> MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES (DVOP) is within the report period <b>or</b> MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES (LVER) is within the report period) <b>and</b> (UC ELIGIBLE STATUS = 1 <b>or</b> UC ELIGIBLE STATUS = 2 <b>or</b> UC ELIGIBLE STATUS = 3)	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= 20000501 <b>or</b> is null <b>and</b> (MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES is within the report period <b>or</b> MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES (DVOP) is within the report period <b>or</b> MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES (LVER) is within the report period) <b>and</b> (UC ELIGIBLE STATUS = 1 <b>or</b> UC ELIGIBLE STATUS = 2 <b>or</b> UC ELIGIBLE STATUS = 3)

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	STAFF ASSISTED SERVICES	
	Current Month (A)	Program-to-Date (C)
	All Job Seekers	All Job Seekers
7. Number referred to employment	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= beginning of the report period <b>or</b> is null <b>and</b> (MOST RECENT DATE REFERRED TO EMPLOYMENT is within the report period <b>or</b> MOST RECENT DATE REFERRED TO EMPLOYMENT (DVOP) is within the report period <b>or</b> MOST RECENT DATE REFERRED TO EMPLOYMENT (LVER) is within the report period) <b>and</b> (UC ELIGIBLE STATUS = 1 <b>or</b> UC ELIGIBLE STATUS = 2 <b>or</b> UC ELIGIBLE STATUS = 3)	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= 20000501 <b>or</b> is null <b>and</b> (MOST RECENT DATE REFERRED TO EMPLOYMENT is within the report period <b>or</b> MOST RECENT DATE REFERRED TO EMPLOYMENT (DVOP) is within the report period <b>or</b> MOST RECENT DATE REFERRED TO EMPLOYMENT (LVER) is within the report period) <b>and</b> (UC ELIGIBLE STATUS = 1 <b>or</b> UC ELIGIBLE STATUS = 2 <b>or</b> UC ELIGIBLE STATUS = 3)
8. Number referred to WIA services	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= beginning of the report period <b>or</b> is null <b>and</b> (MOST RECENT DATE REFERRED TO WIA SERVICES is within the report period <b>or</b> MOST RECENT DATE REFERRED TO WIA SERVICES (DVOP) is within the report period <b>or</b> MOST RECENT DATE REFERRED TO WIA SERVICES (LVER) is within the report period) <b>and</b> (UC ELIGIBLE STATUS = 1 <b>or</b> UC ELIGIBLE STATUS = 2 <b>or</b> UC ELIGIBLE STATUS = 3)	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= 20000501 <b>or</b> is null <b>and</b> (MOST RECENT DATE REFERRED TO WIA SERVICES is within the report period <b>or</b> MOST RECENT DATE REFERRED TO WIA SERVICES (DVOP) is within the report period <b>or</b> MOST RECENT DATE REFERRED TO WIA SERVICES (LVER) is within the report period) <b>and</b> (UC ELIGIBLE STATUS = 1 <b>or</b> UC ELIGIBLE STATUS = 2 <b>or</b> UC ELIGIBLE STATUS = 3)
9. Number referred to training, including WIA-funded training	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= beginning of the report period <b>or</b> is null <b>and</b> (MOST RECENT DATE REFERRED TO FEDERAL TRAINING <b>or</b> MOST RECENT DATE REFERRED TO FEDERAL TRAINING (DVOP) <b>or</b> MOST RECENT DATE REFERRED TO FEDERAL TRAINING (LVER)) is within the report period <b>and</b> (UC ELIGIBLE STATUS = 1 <b>or</b> UC ELIGIBLE STATUS = 2 <b>or</b> UC ELIGIBLE STATUS = 3)	Count of unique INDIVIDUAL IDENTIFIERS where DATE OF PROGRAM PARTICIPATION <= end of the report period <b>and</b> DATE OF EXIT >= 20000501 <b>or</b> is null <b>and</b> (MOST RECENT DATE REFERRED TO FEDERAL TRAINING <b>or</b> MOST RECENT DATE REFERRED TO FEDERAL TRAINING (DVOP) <b>or</b> MOST RECENT DATE REFERRED TO FEDERAL TRAINING (LVER)) is within the report period <b>and</b> (UC ELIGIBLE STATUS = 1 <b>or</b> UC ELIGIBLE STATUS = 2 <b>or</b> UC ELIGIBLE STATUS = 3) <b>and</b> (UC ELIGIBLE STATUS = 1 <b>or</b> UC ELIGIBLE STATUS = 2 <b>or</b> UC ELIGIBLE STATUS = 3)