

1 - ETA Form 9084 (OMB Approval No. 1205-0422) expires 12/31/09. Extension is requested with no changes.

2 - ETA Form 9085 (OMB Approval No. 1205-0422) expires 12/31/09. Extension with changes to the form is requested.

Each Indian and Native American (INA) grantee receiving WIA, Section 166 funds to administer the Comprehensive Services Program (CSP) are required to submit a CSP Report (ETA Form 9084) on quarterly basis. Grantees receiving WIA Section 166 Supplemental Youth Services (SYS) funds currently submit the SYSP Report (ETA Form 9085) semi-annually. However, the request to modify and extend ETA Form 9085 report that will be submitted quarterly by INA grantees is based on the following:

Background. The Employment and Training Administration (ETA) requires the collection and reporting of data on eligible persons served under the WIA, Section 166 Supplemental Youth Service Program (SYSP) to assess the performance and delivery of services. The recent release of additional funds under the Recovery Act is intended to serve a greater number of youth and requires the collection and reporting of participant data to evaluate program performance.

INA grantees will be required to submit quarterly participant data reports on all youth served by the SYSP (See Frequency of Reporting below) and will also be required to distinguish between youth served with Recovery Act funds and youth served with regular WIA Section 166 funds and report "Recovery Act" youth through a supplemental (monthly) youth report. In this supplemental report, INA grantees 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, required by the Recovery Act, and successful completion of summer youth employment.

Two factors in the Recovery Act make it necessary to create a separate reporting mechanism: 1) A change in eligibility increasing the age limit to 24; and 2) An emphasis on using funds for summer employment. In addition to the Recovery Act reporting requirements, the ETA Form 9085 expires on December 31, 2009. Therefore, ETA Form 9085 will be updated, resulting in a comprehensive report for the collection of data elements for both Recovery Act and regular WIA, Section 166, youth participants. This comprehensive update

for ETA Form 9085 will be submitted to OMB for approval. By aligning Recovery Act with regular program reporting, the grantees will report critical information with a minimal additional burden.

Changes to Youth Reporting. Changes that have been made to the Supplemental Youth Services Program (SYSP) Report (ETA Form 9085) are provided below. The data elements provided below are also highlighted in yellow on the form that is included in the attached reporting instructions.

Changes Made in Order to Incorporate Recovery Act Participants

- Reporting frequency will be monthly (Recovery Act Report only);
- Age requirement for eligibility has been increased to 24 (Recovery Act participants only);
- Collect information on participants in summer employment;
- Collect information on participants that exited summer employment;
- Collect information on participants that successfully completed work readiness;
- Collect information on participants that successfully completed summer employment;
- Work Readiness Attainment Rate added as an indicator; and
- Summer Employment Completion Rate added as an indicator.

Non Recovery Act Changes to Apply to the Regular SYSP Program

- Reporting frequency changed from semi-annual to Quarterly;
- Collect information on number of youth served with disabilities;
- Collect information on number of in-school youth served;
- Collect information on number of out-of-school youth served;
- Collect information on the number of youth served between the ages 14-18, 19-21 and
- Collect information on number of eligible veterans served.

Frequency of Reporting. Beginning with the April - June 2009 quarter, INA grantees will begin submitting the ETA Form 9085 youth program report for the "regular" SYSP on a quarterly basis. These reports will be due 45 days after the end of the calendar quarter. In addition to the quarterly program report, INA grantees

will also have to submit a monthly Recovery Act report which must be submitted by the 15th of the following month. The first monthly

Recovery Act report will be due on July 15th for the month of June. For this first report, grantees should also include any Recovery Act participants that participated in the program prior to June 2009.

Mechanism for Reporting. The INA program has contracted with Social Policy Research Associates and Heitech Services, Inc., to revise the existing Bear Tracks youth software to collect data on both Recovery Act and regular Section 166 youth participants. The database will be released in mid June 2009. Until the new software is released, grantees should use their existing system to track youth participants. The on-line reporting system located at www.eta-reports.doleta.gov currently used to submit regular SYSP reports will be used to submit the monthly Recovery Act report and the quarterly report, except that a button will be added for the monthly Recovery Act report.

Performance Outputs and Outcomes.

A. The Recovery Act specifies “Work Readiness” as the program *outcome* measure. Additionally, *output* information will be collected as referenced in Section 5 of this TEG. Examples include:

- participants in summer employment;
- participants that exited summer employment;
- participants that successfully completed work readiness;
- participants that successfully completed summer employment; and
- Summer Employment Completion Rate.

B. The regular youth program will continue to provide complete, comprehensive information as required in Form 9085.

Transparency and Accountability. The Recovery Act contains many provisions stressing transparency and accountability in the use of the funding provided by the

Act, including the creation of a new website, www.recovery.gov. The emphasis on these provisions, along with national interest in the effect the Recovery Act has on our nation’s economy, will translate into increased attention to the workforce system’s implementation of the Recovery Act. Consistent with the law, ETA will make the reported information publicly available on www.recovery.gov.

Paperwork Reduction Act (PRA) Statement. The annual public reporting burden for the collection of information described in

this TEGL is estimated to average approximately 80 hours per grantee for the monthly and quarterly reports and 416 hours per grantee for recordkeeping. This TEGL contains two proposed revisions in the collection of information: **1)** grantees will submit more frequent (monthly) reports on Recovery Act participants; and **2)** grantees will submit quarterly reports on regular youth participants that were previously submitted semi-annually.