

TEGL 24-08 Clarification S

http://www.doleta.gov/performance/reporting/clarifications_tegl_2408.cfm

Round III Clarifications:

Issue 1: Should the counting of self service participations in the Self Services section of the report include only self-service customers?

Clarification: YES. It is ETA's intention to include only self service participants and not those receiving both self service and staff assisted Wagner-Peyser services in the self-service counts. To the extent that it is possible to sort your data, those that receive both self-service and staff assisted services within the reporting period should be counted only in the staff assisted services count.

Issue 2: What changes were made to form ETA-9147 (Wagner-Peyser Employment Service and Reemployment Services Grants Monthly Report)?

Clarification: The only change to the reporting instrument was to gray-out "Self-Service Referrals to WIA Services" as a reporting item.

Issue 3: What changes were made to the reporting specifications for form ETA-9147?

Clarification: There were a number of changes made to the self-service specifications for the Wagner-Peyser Employment Service program. The modified specifications no longer reference the need to receive "Workforce Information Services" as a requirement for all types of self-service activities. Furthermore, the specifications make a distinction between self-service only participants from those receiving staff-assisted services.

Issue 4: What is ETA's expectation for submitting reports using the modified reporting specifications for form ETA-9147?

Clarification: The modified reporting specifications are to be implemented for the August report due to ETA on September 15, 2009.

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Round II Clarifications:

Issue 1: Should self-service participants be included in the "total number of participants served" counts on form ETA 9148 (WIA Adult and Dislocated Worker Programs and National Emergency Grants)?

Clarification: YES

Participants that receive self-and informational services only must be reported on this form as well as participants who receive staff-assisted services.

The current ETA 9090 will not be modified at this time.

Issue 2: Should the "Program-to-Date" column on form ETA-9148 (WIA Adult and Dislocated Worker Programs and National Emergency Grants) include participants serviced with Recovery Act funds prior to May 1, 2009?

Clarification: No. The intent of this monthly report is to capture both regular formula-funded and Recovery Act-funded participant activities starting on May 1, 2009. Hence, the "Current Month" and "Program-to-Date" counts for the first monthly report should be similar, if not identical on this form.

"NOTE: States do have the option of identifying participants who received services financially assisted in whole or in part with Recovery Act funds prior to May 1, 2009 using WIASRD field 326.

Issue 3: Should the "Program-to-Date" column on form ETA-9149 (Youth Served with WIA Recovery Act Resources) include participants serviced with Recovery Act funds prior to May 1, 2009?

Clarification: Yes. We recognize that the specifications indicate May 1 as the start of the reporting period, however, Recovery Act funds were made available prior to May 1 and it is possible that some youth were served prior to the May/June period. Unlike the Adult, Dislocated Worker and Employment Service programs, states distinguish youth participants served with Recovery Act funds from youth participants served with regular WIA funds. Therefore, states have the ability to add any youth participants funded with Recovery Act funds prior to May 1, 2009 in the "Program-to-Date" column in the first monthly report (note: those served prior to May 1 should not be included in the "Current Month" column).

Issue 4: How should states that have a co-enrollment policy that automatically enrolls a significant number of Employment Services participants into the WIA Adult program report counts for "number referred to WIA services" on form ETA-9147 (Wagner-Peyser Employment Service and Reemployment Services Grants)?

Clarification: The counts for the "number referred to WIA services" should reflect the state's co-enrollment policy. Hence, states with a large-scale co-enrollment policy will report significantly higher counts than states which do not have such a policy in place.

Issue 5: Page 9 of TEGL 24-08 indicates for form ETA 9147 (Wagner-Peyser Employment Service and Reemployment Service Grants) the following: "The sum of three monthly reports during a given quarter should closely approximate the information provided in the quarterly report."

Clarification: This statement is inconsistent with the rolling four quarter reporting methodology specified in ET Handbook No. 406. Per the handbook, the quarterly reports include the most current data available for each reporting element for a four-quarter reporting period. Hence, the sum of three monthly report totals will not match the totals reported on form ETA 9002 A-E.

Issue 6: The latest performance guidance for the WIASRD and WIA reporting specifies “UC Eligible Status at Participation” and this is the way our state has been reporting it. The recent TEGL 24-08 for Recovery Act reporting requires those Recovery Act participants with the exception of Recovery Act-funded summer youth only to be included in all exiting reports including the WIASRD. However, specifications for the new Recovery Act related monthly WIA Adult and Dislocated Worker reports specify that all participants who are eligible for state or federal UC benefit payments “during the reporting period” are to be reported in the number of UI Claimants.

Clarification: The definition for “the number of UI claimants” on form ETA-9148 states: 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. The term “during the reporting period” should be interpreted as the “UC eligible status at participation” to be consistent with current guidance.

Issue 7: For the Reemployment Services (RES) section of the WP Recovery Act related monthly report (form ETA-9147) for the “number of “participants served” and the “number of new participants served” is UC eligibility to be determined based on the participants’ status at any time during participation as we assume? Or is UC eligibility to be determined based on the status at participation only?

Clarification: To qualify for RES, you must be a UI claimant at the start of participation. You cannot otherwise be enrolled in the RES program. For the regular Employment Services (ES) program, UC eligibility may be determined based on the participants’ status at any time during participation since the timing is not specified in the 9002 handbook.

Issue 8: TEGL 24-08 specifies that the RES portion of the monthly report is to report on “Recovery Act-funded participants only” is this correct?

Clarification: Yes, it is correct that the RES portion of the monthly report is to include “Recovery Act-funded participants only”. In other words, for the RES component, states are to track participants whose services are solely RES Recovery Act funded. 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.

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Round I Clarifications

Issue 1: Page 11 of TEGL 24-08 indicates: “States will submit the supplemental Adult and Dislocated Worker programs and National Emergency Grant report, the WIA Youth Recovery Act report, and the Wagner-Peyser Act reports monthly (on the 15th 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.”

Clarification: The start date for the monthly reports is May 1, 2009. The first monthly reports, which are due to ETA by July 15, 2009, will include aggregate data for the months of May and June combined. Below is additional clarification on reporting participant counts:

- ← Total number of new participants in the current month is a total count of new participants during the month being reported.
- ← Total number of new participants for the program-to-date is an aggregate count of new participants from May 1, 2009 through the month being reported.

NOTE: For the June report only, the total number of new participants in the current month and the total number of new participants for the program-to-date will by definition be the same.

- ← Total number of participants in the current month is a total count of both new and active participants that received a service during the month being reported.
- ← Total number of participants for the program-to-date is an aggregate count of both new and active participants who receive services from May 1, 2009 and the month being reported. This count includes those participants that have exited the program during this time period.

Issue 2: Page 10 of TEGL 24-08 indicates: “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.”

Clarification: 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. Although the record layout is described in the TEGL on page 11, attached is the record layout in the appropriate format. States should use this field to estimate the persons served with Recovery Act funds. ([See Attachment](#))

Issue 3: Page 14 of TEGL 24-08 indicates: “States will be assigned a password/PIN to access the web-based reporting system.”

Clarification: States will not be assigned new password/PIN. Instead states will enter data for form ETA-9148 (WIA Adult and Dislocated Worker Programs, and National Emergency Grants) and form ETA-9149 (Youth Served with WIA Recovery Act Resources) using their currently assigned Enterprise Business Support System (EBSS) password/PIN for entering data for the Workforce Investment Act Quarterly report (ETA-9090) and the WIA Annual report (ETA-9091). Similarly, states will enter data for form ETA-9147 (Wagner-Peyser Employment Service and

Reemployment Services Grants) using their currently assigned EBSS password/PIN for entering data for ETA-9002/VETS 200 reports.

Issue 4: Attachment B of TEGL 24-08: The definition and specification for the age categories on form ETA-9149 (Youth Served with WIA Recovery Act Resources) do not match. The definition uses age as of “first recovery act service date” while the specification uses age as of two dates “beginning of the report period” and “end of the report period.” For example, if a participant is 16 at the beginning of the reporting period and 17 at the end of the reporting period (i.e., his/her birthday was in the middle of the month); then he/she would not be covered by the specifications as they are currently written.

Clarification: Please update the specifications for form ETA-9149 as follows:

Performance Item		Report Specifications	
		Current Month	Program-to-Date
Age	14-18	Count of UNIQUE RECORDS where YOUTH and DATE OF FIRST YOUTH SERVICE <= end of the report period and DATE OF FIRST YOUTH SERVICE is not null and (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) >=14 and (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) <= 18	Count of UNIQUE RECORDS where YOUTH and DATE OF FIRST YOUTH SERVICE <= end of the report period and (DATE OF EXIT >= 20090501 or DATE OF EXIT is null) and (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) >=14 and (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) <= 18
	19-21	Count of UNIQUE RECORDS where YOUTH and DATE OF FIRST YOUTH SERVICE <= end of the report period and DATE OF FIRST YOUTH SERVICE is not null and (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) >=19 and (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) <= 21	Count of UNIQUE RECORDS where YOUTH and DATE OF FIRST YOUTH SERVICE <= end of the report period and (DATE OF EXIT >= 20090501 or DATE OF EXIT is null) and (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) >=19 and (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) <= 21

	22-24	Count of UNIQUE RECORDS where YOUTH and DATE OF FIRST YOUTH SERVICE <= end of the report period and DATE OF FIRST YOUTH SERVICE is not null and (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) >=22 and (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) <= 24	Count of UNIQUE RECORDS where YOUTH and DATE OF FIRST YOUTH SERVICE <= end of the report period and (DATE OF EXIT >= 20090501 or DATE OF EXIT is null) and (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) >=22 and (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) <= 24
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Issue 5: Are Reemployment Services participants also reported in the Wagner-Peyser Employment Service section of the “Wagner-Peyser Employment Service and Reemployment Services Grants Monthly Report?”

Clarification: Yes. The “important note” on page 10 of TEGL 24-08 states: “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.”

Issue 6: Are National Emergency Grant participants funded using “regular” WIA funds reported on form ETA-9148 (WIA Adult and Dislocated Worker Programs, and National Emergency Grants)?

Clarification: No - Recovery Act funded National Emergency Grant participants are to be identified by the grant’s funding code. Page 7 of TEGL 24-08 states: “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, number in training and type of training, and numbers receiving supportive services.”