



VETERANS' PROGRAM LETTER NO. 02-09

TO: ALL REGIONAL ADMINISTRATORS AND DIRECTORS FOR VETERANS'
EMPLOYMENT AND TRAINING
ALL STATE AGENCY ADMINISTRATORS
ALL REGIONAL ADMINISTRATORS, EMPLOYMENT AND TRAINING
ADMINISTRATION (INFO)

FROM: JOHN M. McWILLIAM *John M. McWilliam*
Deputy Assistant Secretary for Operations and Management

SUBJECT: State Agency Staff Attendance at the Jobs for Veterans State Grant
Planning Conference

- I. **Purpose:** To offer the opportunity to attend and participate in the Jobs for Veterans State Grant (JVSG) Planning Conference to be held May 5 – May 6, 2009, in Denver, Colorado.
- II. **References:** Title 38, United States Code (38 U.S.C.), Chapters 41 and 42, as amended by Public Law (P.L. 109-461), enacted on December 22, 2006.
- III. **Background:** In accordance with 38 U.S.C. §4102A(b)(5) and §4102A(c), the Assistant Secretary for Veterans' Employment and Training (ASVET) makes grant funds available for use in each State to support Disabled Veterans' Outreach Program (DVOP) specialists and Local Veterans' Employment Representative (LVER) staff. To receive grant funding the legislation requires States to submit an application for a grant that contains a narrative regarding planned services to veterans, hereinafter referred to as the State Plan.

The currently approved State Plans were submitted by States in 2004 and covered a five-year period from Fiscal Year (FY) 2005 through FY 2009. There have been several legislative and policy changes that affect the operation and administration of the JVSG since the last Solicitation for Grant Applications (SGA) was issued. The Veterans' Employment and Training Service (VETS) is conducting a planning conference that will focus on those changes and provide up to date guidance to the States to assist them as they develop new State Plans for the new grant period that will cover FY 2010-2014.
- IV. **JVSG Planning Conference Highlights:** State Plans should ensure that collaboration and integration of services within the One-Stop Career Center maximize training and employment opportunities for veterans and other eligible persons seeking jobs. Therefore, the conference will emphasize processes that ensure service providers and One-Stop Career Center partners work effectively together with Disabled Veterans' Outreach Program (DVOP) specialists and Local Veterans' Employment Representative (LVER) staff to provide priority of service for veterans throughout the State.

The conference will focus on the following areas:

- A. Legislation governing veterans' programs and leadership strategies to develop effective plans of service;
- B. Implementing priority of service for veterans and other eligible persons;
- C. Program activities that target the efforts of DVOP specialists and LVER staff and integration with other workforce resources, particularly new opportunities available through the American Recovery and Reinvestment Act of 2009;
- D. Grant funding, application requirements, forms and processes; and,
- E. Fiscal management and grant oversight.

V. Who Should Attend: State Agencies are each invited to send **up to** three staff to this conference at no expense to the State. One VETS staff person from each State will also be in attendance at the conference. State agency staff selected to attend should be those who work directly with the DVOP and LVER Program. States should consider the following priority when selecting representatives for the conference:

- A. State Veterans' Program Coordinators;
- B. State fiscal representatives who support the JVSG; and
- C. State Program Managers who support the JVSG or the integration of State programs.

VI. Conference Logistics: The conference will be hosted at the Doubletree Hotel, 3203 Quebec Street, Denver, Colorado. The VETS National Office will arrange and pay for travel to include the cost of lodging for State staff. All meals during the conference will be provided by the hotel at no cost to attendees.

Travel arrangements for attendees will be coordinated through the VETS' Office of Agency Management and Budget after registering for the conference. The process will be much the same as when a DVOP specialist or an LVER travels to and from a state to National Veterans' Training Institute (NVTI) for training. Reimbursement for miscellaneous expenses incurred in the course of travel, such as mileage to and from airport, luggage fees, parking, etc. will be made through your State Agency travel voucher process. Since these costs are expected to be minimal they can be charged against the JVSG by attendees.

The JVSG planning conference agenda (attached) includes two full days. It will begin for State participants on Tuesday morning, May 5, 2009, at 8:00 a.m. Mountain Time and conclude on Wednesday afternoon, May 6, 2009, at 5:00 p.m. Mountain Time. In most cases, State agency staff will travel on Monday, May 4th and Thursday, May 7, 2009. The actual travel arrangements will be made by VETS in coordination with designated attendees.

All State Agency attendees must register for the JVSG Planning Conference on the conference Web site. Registrants will receive confirmation of their registration and then be contacted to coordinate travel reservations.

Conference attire is business casual (no jeans, shorts, or t-shirts).

VII. Action Required: All State Agency attendees must register for the JVSG Planning Conference no later than April 19, 2009, but attendees are encouraged to register as early as possible to facilitate time for travel coordination. Online registration must be completed on the conference Web site at:

<http://guest.cvent.com/EVENTS/Info/Summary.aspx?e=83095f58-1953-486c-ac18-20cd5c78fc53>

The Web site will be available for registration beginning April 2, 2009.

VIII. Inquiries: Questions should be referred to the appropriate Director for Veterans' Employment and Training (DVET). DVETs or other VETS staff with questions may contact Patrick Hecker at the National Office at (202) 693-4709 or by e-mail at

hecker.patrick@dol.gov.

IX. Expiration Date: September 30, 2009.

X. Attachments:

Conference Agenda

Conference Flyer