

U.S. Department of Labor

Office of the Assistant Secretary for
Veterans' Employment and Training
Washington, D.C. 20210



March 30, 2000

DIRECTOR'S MEMORANDUM NO. 17-00

MEMORANDUM FOR: ALL REGIONAL ADMINISTRATORS AND DIRECTORS FOR
VETERANS' EMPLOYMENT AND TRAINING

FROM:

Stanley A. Seidel
STANLEY A. SEIDEL
Director, Operations and Programs

SUBJECT: Supplementing the Transition Assistance Program (TAP) with
ACAP XXI, previously known as Tap in the Box

I. PURPOSE: To disseminate details of the process to be followed concerning the monitoring of TAP workshops where ACAP XXI is also operational.

II. BACKGROUND: ACAP XXI previously known as Tap in the Box, is an interactive self-paced, multimedia, computer-based training system providing transition assistance, employment assistance and financial management assistance. The pilot program initially rolled out during first quarter FY 99. Since that time, it has been reported that some sites selected as pilots showed a decrease in Department of Labor-Transition Assistance Program (DOL-TAP) workshop attendance. Currently transitioning soldiers and their spouses are afforded the opportunity to participate in DOL-TAP and/or Army Career and Alumni Program (ACAP) employment workshops. The Department of the Army's ACAP Manager assured Veterans' Employment and Training Service (VETS) that the implementation of ACAP XXI is meant to be used as an additional tool to augment the DOL-TAP workshop for separating soldiers and not supplant the DOL-TAP workshop.

Over the past year there has been a reduction of participation in DOL-TAP workshops where Tap in the Box was piloted. In some cases, it has been reported, as much as a 50% reduction in attendance at the TAP workshops. Another trend beginning to surface where TAP sites have recently obtained computers is that some of the TAP site managers are under the impression that separating service members and their spouses can either attend the TAP workshop or use the interactive ACAP XXI program. VETS has been assured this is not the position of ACAP. The ACAP Program Manager continues to assert that ACAP XXI is not to replace DOL-TAP workshops, but rather supplement them. In addition, the Director of ACAP issued written guidance to his field staff informing them that they are to support and promote the DOL-TAP workshop (attachment).

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III. ACTIONS:

1. DVETs will monitor DOL-TAP workshops where ACAP XXI is active or there are plans of implementing the program, to ascertain the impact of ACAP XXI on the number of participants in DOL-TAP workshops. Reports are to be submitted to the N.O. Program Lead through the RAVET if TAP participation numbers decline.
2. DVETs are to meet with ACAP Transition Services Managers to discuss the contents of the attached letter to ensure that all parties understand that ACAP XXI is a supplement to the DOL-TAP workshop.
3. If the ACAP Transition Services Manager declines to meet to discuss ACAP XXI or if a reduction of participants in the DOL-TAP workshop continues after such a meeting, then DVETs are to contact their RAVET to develop a strategy to combat this reduction. In addition, DVETs are to provide the names of the installation and the ACAP Transition Services Manager to the N.O. Program Lead. The N.O. will contact the Director of ACAP to discuss the issue and provide to the RAVET the results of the meeting.

IV. INQUIRIES: Any questions concerning this Memorandum should be directed to John Goodnow (202) 693-4709.

Attachment

FROM

(TUE) 03. 14' 00 11:35/ST. 11:34/NO. 3560720118 P 2



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
U.S. TOTAL ARMY PERSONNEL COMMAND
ALEXANDRIA, VA

22331-0476



TAPC-PDT-O

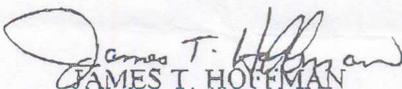
5 FEB 1998

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Increased Participation in the Department of Labor Transition Assistance Program

1. The Department of Labor Transition Assistance Program (DoL-TAP) is an integral part of the Army Career and Alumni Program (ACAP). Section 1144 of Title 10, United States Code and a Memorandum of Understanding between the Departments of Defense and the Labor and Veterans Affairs outlines the objectives and responsibilities of the Transition Assistance Program. The DoL-TAP is an inter-governmental effort to assist servicemembers and their spouses in successfully transferring their skills and experiences to the civilian workplace. The Veterans' Employment and Training Service (VETS) of the Department of Labor and ACAP have had a strong and successful working relationship at all levels for a long time.
2. The Veterans' Employment and Training Service Strategic Plan for Fiscal Years 1997 - 2002 is to increase the number of servicemembers and spouses participating in TAP by 10 percent by the year 2002. You will be contacted in the near future by local VETS coordinators to assist them in developing a plan to increase the participation in the TAP. The enclosed memorandum from the Office of the Assistant Secretary of Veterans' Employment and Training, dated 29 Jan 98, provides additional details and information. Request that you maintain close coordination with your local VETS point of contact and assist in the expansion of the TAP. This office fully supports the goal established by the Department of Labor.
3. Point of contact for this action is Herb Schwab, Transition Policy Analyst, COM (703) 325-2574 or DSN 221-2574.

Encl
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JAMES T. HOFFMAN
Chief, ACAP Operations
Total Army Transition Division

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