

<b>II. Program-Specific Recovery Plan for Recovery.gov (Q 2.8 of Guidance)</b>	
<b>DOL Agency MAX ID and name: Employment and Training Administration (ETA)</b>	
<b>Recovery Program: Training Grants for Green Jobs and Emerging Industry Sectors (ARRA High Growth and Emerging Industries Grant)</b>	
Does this program align with an existing CFDA program?	17.275
<b>1. Objectives:</b>	
Program Purpose	The Recovery Act appropriated funds for a program of competitive training grants for worker training and placement in green jobs and high growth and emerging industry sectors, with emphasis on careers in energy efficiency and renewable energy.
Public Benefits	These grants will help train workers for employment in green, high growth and emerging industry sectors.
<b>2. Projects and Activities:</b>	
Kinds and scope of projects and activities to be performed	<p>The Recovery Act appropriates \$750,000,000 for a high growth and emerging industry sectors competitive grants program and provides that:</p> <ul style="list-style-type: none"> <li>• \$500,000,000 will be for research, labor exchange and job training projects that prepare workers for Green Jobs, or careers in energy efficiency and renewable energy; and</li> <li>• For awarding other grants, priority shall be given to projects that prepare workers for careers in the health care sector.</li> </ul>
List of Projects and Activities	DOL has awarded 244 Recovery Act High Growth and Emerging Industries (HGEI) grants that will provide worker training and placement in the energy efficient and renewable energy industries, in other green industries, and in health care and other high growth and emerging industries, as well as support the research and analysis of labor market data to assess economic activity in the energy efficiency and renewable energy industries. Awards for projects that use virtual service-delivery models to promote career opportunities in the healthcare sector will be made by June 30, 2010.
Research	DOL has awarded over \$48.5 million in grants for projects that support the research and analysis of labor market data to assess economic activity in the energy efficiency and renewable energy industries and identify occupations within those industries. These grants invest in state and consortium models designed to collect, analyze, and disseminate labor market information, and enhance the labor exchange infrastructure for careers within energy efficiency and renewable energy industries. State Workforce Agencies will use this workforce and labor market information and data as the foundation on which to build and implement effective workforce development strategies. Multiple State Workforce Agencies partnering as a consortium will use this program to conduct research that may potentially have a regional, multi-State, or national impact.
Capacity Building	DOL has awarded over \$5.8 million in grants for projects to build the green training capacity of current DOL grantees. Through these grants, DOL will help individuals acquire the skills needed to enter and advance in green industries and occupations by building the capacity of active DOL-funded training programs to provide education and training in the key skills and competencies that are needed in these green industries and

	occupations. Grantees may bolster the capacity of their training programs through the purchase of equipment, staff professional development, curriculum development and/or adaptation, partnership development, and where necessary, the hiring of additional staff.
Job Training Activities in Energy Efficiency and Renewable Energy	DOL has awarded nearly \$435.5 million in grants for projects that will provide training for workers that prepares them to enter the energy efficiency and renewable energy industries, as well as green occupations within other industries. These grants invest in partnerships made up of diverse set of stakeholders including labor organizations, public or private employers in the energy efficiency and renewable energy industries, and the workforce system. Bringing together the workforce expertise of these groups will allow grantees to develop programs that are responsive to the needs of both workers and employers, and that provide participants with the support needed to successfully complete training. The grantees will utilize these partnerships to design and distribute training approaches that lead to portable industry credentials and employment, including registered apprenticeship. Projects will lead to employment for participants through training programs that support advancement along a defined career pathway and result in an employer or industry-recognized certificate or degree.
Health Care Worker Career Preparation and Other Grants	DOL has awarded nearly \$227 million in grants for projects that focus on health care and other high growth and emerging industries. DOL is supporting grant projects that address current and forecasted workforce shortages, and provide workers with paths to career enhancing opportunities in high growth or emerging industries as defined within the context of state or regional economies. These investments will prepare participants for employment in industries that are being transformed by technology and innovation requiring new skill sets, or are projected to add substantial numbers of new jobs to the economy. Projects will lead to employment for participants through training programs that support advancement along a defined career pathway and result in an employer or industry-recognized certificate or degree.
<b>3. Characteristics:</b>	
Types of Financial Awards to be used.	B – Project Grants
Type of Recipient	Government – State and Local Public Non-Profit Institution/Organization – Private Nonprofit Institution/Organization Other Public Institutions/Organizations – Other Private Institution/Organization Profit Organization
Type of Beneficiary	Individual
<b>4. Major Planned Program Milestones:</b>	
Schedule with milestones for major phases of the program's delivery	Major phases of program delivery include Solicitation for Grant Application(s) publication, Solicitation for Grant Application(s) closing, grant award, grant execution, and grant period of performance.
Publish Solicitation for Grant Application(s)	These funds were or will be awarded competitively through seven Solicitations for Grant Applications (SGAs) published on Grants.gov and in the Federal Register. Six SGAs were published by July 22, 2009. A seventh solicitation was issued on April 7, 2010.
	Completed: April 7, 2010

Award Grants	Grant announcement and grant execution. Awards through six SGAs were made by March 1, 2010; remaining awards for projects that use virtual service-delivery models to promote career opportunities in the healthcare sector will be made by June 30, 2010.
	Expected Completion Date: June 30, 2010
Orientation of New Grantees	Meetings to support grantee success and to orient grantees to Federal grant requirements, performance expectations, fiscal and program reporting requirements, and allowable use of funds. Training for 244 awarded grantees completed by May 2010; training for remaining awards will take place by September 2010.
	Expected Completion Date: September 30, 2010
OMB-approval of Standardized Grantee Performance Reporting Requirements	On April 1, 2010, ETA received Office of Management and Budget (OMB) approval through emergency clearance for proposed form, instructions and other technical assistance materials that grantees are required to follow for their quarterly progress reports. The OMB-approved performance reporting requirements are effective April 1, 2010, and all grantees will use the OMB-approved reporting form and instructions beginning with the quarterly progress report that is due for the quarter ending March 31, 2010.  ETA is currently in the process of resubmitting these performance reporting requirements to OMB for approval through the standard clearance process.
	Expected Completion Date: October 31, 2010
Technical Assistance for Grantees	Group or individuals meetings, either in person or virtually, to provide support for grantee achievement of grant outcomes. Four Webinars have been delivered: 1/13 Grantee orientation; 1/14 O*NET Green Occupations Research Report and Web Resources; 3/17—BLS on Defining Green Industries and Occupations; 5/25 on green and healthcare industry competency model resources and tools. Weekly SGA leads meeting; monthly Federal Project Officer calls. May 5-6 presentations at Regions 4 and 6 “Greening of LMI” Forum. ETA is supporting a Green Jobs Community of Practice with over 1500 registered users, at: <a href="http://www.greenjobs.Workforce3One.org">www.greenjobs.Workforce3One.org</a>
	Expected Completion Date: Ongoing
Grantee Reporting	Grantees will report quarterly following grant execution. ETA will review and analyze the reports.
	Expected Completion Date: Ongoing
<b>5. Monitoring and Evaluation:</b>	
<p>The Department has established reporting systems and Office of Management and Budget-approved forms that grantees use to track, document and report expenditures and performance on a regularly scheduled basis that provides updated information to ETA at a minimum of once a quarter. Grantees are required to certify the accuracy of these reports prior to submitting them to ETA through the established electronic reporting systems. ETA also monitors and reviews quarterly Recovery Act recipient reports required under Section 1512, available on <a href="http://Federalreporting.gov">Federalreporting.gov</a>.</p> <p>ETA uses its Grants Electronic Management System (GEMS) and other related electronic data collection systems to conduct and document quarterly desk reviews of financial obligations, expenditures and program performance. Grantees identified as “high risk grantees” through these reviews are given priority attention for on-site monitoring. ETA’s quarterly desk reviews along with on-site reviews are used to identify</p>	

potential risks and effect program improvements through technical assistance and training.

To further ensure that funds are spent on the intended purpose and accurately reported, the Department requires all grantees to submit single audits annually. ETA works with grantees to resolve any audit findings through additional reviews and the development and implementation of corrective action plans.

ETA conducts a final review of each grantee's expenditures and performance during the grant close-out process.

The Department is conducting an implementation evaluation of the Green Jobs and High Growth/Health Care grants and a random assignment impact evaluation of selected Green Jobs and High Growth/Health Care grantees.

Top Management Challenges have been addressed/completed as described below.

**Improving Performance Accountability**

All state and local government and nonprofit recipients that expend \$500,000 or more in Federal assistance in one year are required by the Single Audit Act to obtain an annual audit by an independent public accountant. A challenge for the Department is that grantees' audits conducted under the Single Audit Act are not always completed in a timely manner. Therefore, ETA has implemented a procedure for annually reviewing ETA grantees' Single Audit report status and sending written notifications to grantees whose reports are delinquent.

Issue	Actions Completed
Ensure that grantees accomplish their grant objectives and enhance monitoring of direct grants.	
Emphasize use of electronic reports in tracking and evaluating grantees' actual cash needs	ETA is training Federal Project Officers (FPO) in the use of electronic reports (SF 9130) to track and evaluate grantees' actual cash needs, including Community-Based and WIRED grantees.
	FY 2009
Issue plan for technical assistance to grantees and provide technical assistance to grantees	ETA has developed and implemented a technical assistance plan; held fifteen on-line classes; issued a Training and Employment notice; and provided indirect cost training classes to grantees in the Chicago, Atlanta, and Boston Regions. Materials were posted to the workforce3one website.
	FY 2009
Collect common measures data and compute results	Common measures data will be collected as stated in the Solicitation for Grant Applications, and results will be reported in accordance with Recovery Act reporting requirements. Grantees will provide quarterly data, including the number of people receiving training and the number attaining a degree/certificate.
	FY 2009
<b>6. Measures:</b>	
Measure Text	Number of Participants Receiving Training
Measure Type	Outcome

Measure Frequency	Quarterly
Direction of Measure	Increasing
Unit of Measure	Number of Participants
Explanation of Measure	<p>This indicator is the count of participants served with Recovery Act funds that are receiving training. DOL is working to use data from previous, similar programs to set a target for the number of workers who will receive training under these grants.</p> <p>This program is new and will be implemented during PY 2009. Therefore, an original target does not exist for this measure. Grants were awarded in early January 2010, so the soonest results can be reported will be Q4 of PY 2009.</p>
Year	2009
Original Program Target	N/A
Revised Full Program Target	Baseline
Targeted ARRA Increment	N/A
Actual	TBD
Goal Lead	Grace Kilbane, Administrator, Office of Workforce Investment
Measure Text	Entered Employment Rate
Measure Type	Outcome
Measure Frequency	Quarterly
Direction of Measure	Increasing
Unit of Measure	Percentage
Explanation of Measure	<p>The entered employment rate represents the percent of participants employed in the first quarter after exit. This is a Federal job training program common measure, which enables the ARRA High Growth and Emerging Industry Grant (ARRA HGEI) program to describe in a similar manner the core purposes and results of the program compared to other education, employment and job training programs. For example, while the target population for the ARRA HGEI program is workers and employers in high demand, high growth or emerging industry sectors, the ultimate outcomes for this program are the same as for all other employment and training programs. Common measures remove a barrier to service integration among programs by ensuring that programs no longer have different definitions and methodologies for measuring performance. In this case, the performance indicator measures how many participants got a job according to the following formula: of those who are not employed at the date of participation – the number of participants who are employed in the first quarter after the exit quarter divided by the number of participants who exited during the quarter. Since this is a new program, DOL will not be able to determine a targeted ARRA increment because there is no baseline data available for comparison.</p> <p>This program is new and will be implemented during PY 2009. Therefore, an original target does not exist for</p>

	this measure. Grants were awarded in early January 2010, the soonest results can be reported will be Q4 of PY 2009 or June 30, 2010.
Year	2009
Original Program Target	N/A
Revised Full Program Target	Baseline
Targeted ARRA Increment	N/A
Actual	TBD
Goal Lead	Grace Kilbane, Administrator, Office of Workforce Investment
Measure Text	Employment Retention Rate
Measure Type	Outcome
Measure Frequency	Quarterly
Direction of Measure	Increasing
Unit of Measure	Percentage
Explanation of Measure	<p>The employment retention rate represents the percent of participants employed in the first quarter after program exit that are still employed in the second and third quarters after exit. This is a Federal job training program common measure, which enables the ARRA High Growth and Emerging Industry Grant (ARRA HGEI) program to describe in a similar manner the core purposes and results of the program compared to other education, employment and job training programs. For example, while the target population for the ARRA HGEI program is workers and employers in high demand, high growth or emerging industry sectors, the ultimate outcomes for this program are the same as for all other employment and training programs. Common measures remove a barrier to service integration among programs by ensuring that programs no longer have different definitions and methodologies for measuring performance. In this case, the performance indicator measures how many participants retained their employment once placed in a job, according to the following formula: of those who are employed in the first quarter after the exit quarter – the number of participants who are employed in both the second and third quarters after the exit quarter divided by the number of participants who exited during the quarter. Since this is a new program, DOL will not be able to determine a targeted ARRA increment because there is no baseline data available for comparison.</p> <p>This program is new and will be implemented during PY 2009. Therefore, an original target does not exist for this measure. Grants were awarded in January 2010, so the soonest results can be reported will be Q4 of PY 2009 or June 30, 2010.</p>
Year	2009
Original Program Target	N/A
Revised Full Program Target	Baseline
Targeted ARRA Increment	N/A
Actual	TBD
Goal Lead	Grace Kilbane, Administrator, Office of Workforce Investment

Measure Text	Average earnings
Measure Type	Outcome
Measure Frequency	Quarterly
Direction of Measure	Increasing
Unit of Measure	Dollars
Explanation of Measure	<p>This measure represents the average six-month earnings for program participants. This is a Federal job training program common measure, which enables the ARRA High Growth and Emerging Industry Grant (ARRA HGEI) program to describe in a similar manner the core purposes and results of the program compared to other education, employment and job training programs. For example, while the target population for the ARRA HGEI program is workers and employers in high demand, high growth or emerging industry sectors, the ultimate outcomes for this program are the same as for all other employment and training programs. Common measures remove a barrier to service integration among programs by ensuring that programs no longer have different definitions and methodologies for measuring performance. In this case, the performance indicator measures participants' average six-month earnings once placed in a job (note: the average earnings for a year can be obtained by doubling the performance measure result), according to the following formula: of program participants who are employed in the first, second, and third quarters after the exit quarter – total earnings in the second quarter plus total earnings in the third quarter after the exit quarter divided by the number of participants who exited during the quarter. Since this is a new program, DOL will not be able to determine a targeted ARRA increment because there is no baseline data available for comparison.</p> <p>This program is new and will be implemented during PY 2009. Therefore, an original target does not exist for this measure. Grants were awarded in January 2010, so the soonest results can be reported will be Q4 of PY 2009 or June 30, 2010.</p>
Year	2009
Original Program Target	N/A
Revised Full Program Target	Baseline
Targeted ARRA Increment	N/A
Actual	TBD
Goal Lead	Grace Kilbane, Administrator, Office of Workforce Investment
Measure Text	Grantee Start Date
Measure Type	Output
Measure Frequency	Quarterly
Direction of Measure	Decreasing
Unit of Measure	Percent of Grantees
Explanation of Measure	Given that these ARRA grants are new and that they are constrained by the current economic conditions, grantees may be at risk of taking longer to implement their programs with regard to the schedule outlined in their grant agreements. According to the risk assessment measure, if 25% or more of the grantees are

	behind on the date of first enrollment (for training-related grants) or first program activity (for non-training grants) as specified in their individual grant agreements, the contingency plan will be triggered. This measure, therefore, tracks the percentage of grantees reporting a delayed start in their grant activities. ETA will conduct an analysis of grantee performance as reported in the quarterly reports due in May 2010 to determine if this threshold has been met.
Year	2009
Original Program Target	N/A
Revised Full Program Target	Baseline
Targeted ARRA Increment	N/A
Actual	TBD
Goal Lead	Grace Kilbane, Administrator, Office of Workforce Investment
Measure Text	Grantee Progress
Measure Type	Output
Measure Frequency	Quarterly
Direction of Measure	Decreasing
Unit of Measure	Percent
Explanation of Measure	In order to promptly identify grantee need for technical assistance in this new grant field, these grantees are monitored on a quarterly basis to provide program staff with snapshots of grantee performance and outcomes beginning with the 1 <sup>st</sup> quarter in and throughout the grant's period of performance. An analysis of this data along with compiling information from Federal Project Officers, helps to identify grantees with lower than expected performance results. ETA contacts those grantees directly and offer a variety of support to improve performance.
Year	2009
Original Program Target	N/A
Revised Full Program Target	Baseline
Targeted ARRA Increment	N/A
Actual	TBD
Goal Lead	Grace Kilbane, Administrator, Office of Workforce Investment
<b>7. Transparency and Accountability:</b>	
<p>Consistent with the transparency and accountability objectives of the American Recovery and Reinvestment Act of 2009 (Recovery Act), competitive grant programs may provide additional monthly participant information as necessary and when applicable. This information would be in addition to current quarterly and annual reporting requirements. ETA Competitive Grantee information may be extracted from the relevant case-management system. Competitive Grantee case-management systems include participant-level information including types of services received and outcomes when available. Grantees also submit quarterly recipient reports per Section 1512 of the Recovery Act on <a href="http://FederalReporting.gov">FederalReporting.gov</a>, which are made public on <a href="http://Recovery.gov">Recovery.gov</a>.</p> <p>ETA posts the summary of program data on the ETA website and the DOL Recovery webpage.</p>	

<b>8. Federal Infrastructure Investments:</b>
N/A
<b>9. Barriers to Effective Implementation:</b>
N/A
<b>10. Environmental Review Compliance:</b>
N/A