


EMPLOYMENT AND TRAINING ADMINISTRATION ADVISORY SYSTEM U.S. DEPARTMENT OF LABOR Washington, D.C. 20210	CLASSIFICATION Reemployment Services
	CORRESPONDENCE SYMBOL OWI
	DATE October 14, 2005

TRAINING AND EMPLOYMENT GUIDANCE LETTER NO. 7-05

TO: ALL STATE WORKFORCE AGENCIES /

FROM: EMILY STOVER DeROCCO 
Assistant Secretary

SUBJECT: Program Year (PY) 2005 Reemployment Services (RES) Grant Allocation Procedures

1. **Purpose.** To provide grant allocation procedures to state workforce agencies (SWAs) responsible for the RES allotments announced in Training and Employment Guidance Letter (TEGL) No. 23-04.
2. **References.** Wagner-Peyser Act (29 U.S.C. 49 et seq.); Workforce Investment Act of 1998 (WIA), (29 U.S.C. 2801 et seq.) P.L. 106-113; Planning Guidance and Instructions for Submission of Two Years of the Strategic Five-Year State Plan for Title I of the Workforce Investment Act of 1998 and the W-P Act (Federal Register Vol. 70, No. 69, pages 19206 to 19220 (April 12, 2005)); State Unified Planning Guidance (Federal Register Vol. 70, No. 69, pages 19222 to 19252 (April 12, 2005)); TEGL No. 28-04 Common Measures Policy; and TEGL No. 23-04.
3. **Background.** Since PY 2001, the Department of Labor (DOL) has made available approximately \$35 million annually to provide direct reemployment services to unemployment insurance (UI) claimants. These funds supplemented the Wagner-Peyser (W-P) Act state allotments and were intended to enhance and target the core employment services to UI claimants provided within the framework of the workforce investment system and One-Stop Career Centers. States are currently providing reemployment services using the PY 2004 funds in accordance with approved state plans.
4. **Funding for RES in PY 2005.** For PY 2005, \$34,290,464 is provided for direct services to UI claimants. As targeted by the original funding for RES in PY 2001, these funds supplement the W-P Act allotments to increase and enhance services to UI claimants over and above universal core services.

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5. **State Distribution Formula.** State RES allotments were determined on the basis of each state's share of UI first payments, with every SWA receiving a minimum of \$215,000. PY 2005 state allotments may be different from PY 2004 due to Congress' appropriated across-the-board reduction of .80 percent and differences in a state's UI first payment activity. RES funding allotments by state were published in TEGL No. 23-04.
6. **Use of the RES Funds.** These funds are intended to improve the quality and the quantity of reemployment services for UI claimants, build on existing initiatives, and target geographic areas where funding is most needed and will have the most positive outcomes. In light of recent changes in economic conditions and increases in service levels for UI claimants, we encourage states to review PY 2004 RES plan implementation and activity to determine if changes, additions, or a refocusing of services are in order for PY 2005.

States are required to provide a full range of seamless services to UI claimants through the One-Stop Career Centers. It is critical for all components of the workforce investment system, One-Stop Career Centers, UI, and other WIA Title I grantees to work together to assure that UI claimants, especially those who have been profiled as likely to exhaust their eligibility for benefits, are provided the assistance needed to return to work as expeditiously as possible. SWAs are to use strategies and service delivery methods that ensure claimants served through call centers are linked to all of the available reemployment services in their One-Stop Career Center service delivery system. See Attachment II for a description of additional activities and resources for improving reemployment services.

7. **Grant Procedures.** In previous program years, each state was required to develop a separate annual RES plan. For PY 2005, these RES funds must be expended in accordance with the state's approved Two Years of the Five Year Strategic Plan for Title I of the Workforce Investment Act of 1998 and the W-P Act. No separate RES plan will be required for this year. RES funds may be expended during the three-year period from July 1, 2005 to June 30, 2008.

To receive allocations, states must submit a completed Standard Form (SF) 424 (Application for Federal Assistance) from the state agency signatory official for Wagner-Peyser grants to the ETA national office Grant Officer at the following address: E. Fred Tello; Office of Grants and Contracts Management/DFA; U.S. Department of Labor - ETA; 200 Constitution Avenue, N.W., Room N-4655; Washington, D.C. 20210. A fax copy may also be submitted, in advance of the mailed original form, to expedite the release of funds. The FAX number is (202) 693-2879. Funds will be provided under the PY2005/FY2006 Wagner-Peyser Annual Funding Agreement through a Notice of Obligation grant modification. Funds are to be expended in accordance with the approved state plan (referenced above), this TEGL and the Agreement which includes the applicable laws and regulations.

8. RES Reports

- a. Program Narrative Performance Reports. In addition to the approved Two Years of the Strategic Five-Year State Plan for Title I of the Workforce Investment Act of 1998 and the W-P Act, SWAs must also submit program narrative performance reports approved by OMB under the Paperwork Reduction Act of 1995 (Project 1205-0424) through March 2008. Using Employment and Training Administration (ETA) Form 9100, SWAs must submit their program narrative performance reports to the appropriate Regional Administrator and to: Administrator, Office of Workforce Investment, Room S-4231, Attn: Gene Tichenor, 200 Constitution Avenue, N.W., Washington, D.C. 20210. This report is due September 30, 2006. SWAs should report all activity and compare the accomplishment of planned performance goals with the attainment of the performance indicators, including state goals identified in the strategic plan. The report should include an explanation of problems or delays, as well as corrective actions plans and resulting outcomes. States are encouraged to discuss their experiences and report any cost savings, especially those to the UI trust fund, occurring as a result of RES program grants.
 - b. Activity and Outcome Reports. To evaluate the success of the services provided to eligible unemployment insurance claimants, ETA will track services and outcomes via the ETA 9002 A through D Reports, the OMB approved Common Measures as described in TEGL No. 28-04, and the ETA 9048 and 9049 Work Profiling and Reemployment Services Activity and Outcome Reports.
 - c. Financial Reports. SWAs must report quarterly expenditures by direct data entry of Standard Form (SF) 269 into the Web-based Enterprise Information Management System (EIMS). Reports must be submitted in accordance with guidance provided in TEGL No. 17-00, Automation of SESA Standard Form 269 Financial Reporting.
9. Action Required. SWAs should immediately transmit these grant allocation procedures to the appropriate staff.
10. Inquiries. Questions regarding this TEGL should be directed to the appropriate regional office. Grant and financial management questions should be directed to the regional office or to Gwendolyn Baron-Simms at 202-693-3309 or to Fred Tello, Grant Officer, at 202-693-3333.

11. Attachments

- I. RES Allotments
- II. Activities & Resources for Improving Reemployment Services