

U. S. Department of Labor
Employment and Training Administration
National Farmworker Jobs Program
PY 2025 Performance Requirements

- a. Performance Reports.** NFJP Grantees will submit performance data through the Workforce Integrated Performance System (WIPS) using the DOL-Only Participant Individual Record Layout (PIRL), Form ETA-9172 and the Joint Quarterly Narrative Performance Report, Form ETA-9179. See the Funding Opportunity Announcement (FOA-ETA-24-15) for information on performance indicators for Career Services and Training grants and FOA-ETA-24-18 for information on performance indicators for Housing Services grants.
- b. Financial Reports.** All ETA award recipients are required to report financial data on the ETA-9130 Financial Report through the U.S. Health and Human Services Payment Management System. Reporting quarter end dates and the associated due dates for those reports are as follows: quarter ending March 31 is due May 16; quarter ending June 30 is due August 15; quarter ending September 30 is due November 15; and quarter ending December 31 is due February 15. The final financial report must be submitted no later than 120 calendar days after the end of the quarter encompassing the period of performance end date. For additional guidance on ETA's financial reporting, reference TEGL No. 16-22 and TEGL No. 16-22, Change 1.
- c. Period of Performance.** Annual awards are based on Departmental application requirements and availability of funds. Each of these awards will be under a separate grant number having a fiscal 15-month period of performance, from July 1 to September 30 of the subsequent calendar year. The grantee's annual award must be expended within the awarded 15-month timeframe. While ETA measures performance on a 12-month Program Year, July 1 to June 30, the extra quarter in the period of performance allows grant recipients to have flexibility to absorb minor fluctuations in spending within the four-year cycle without the need to request extensions from year to year. Therefore, grantees have an extra quarter to expend grant funds. Grantees must continue to file a Federal Financial Report, Form ETA-9130, each quarter for PY 2025 funds until those funds are fully expended or until the end of the grant period of performance is reached.