

U.S. Department of Labor
Employment and Training Administration
200 Constitution Avenue, N.W.
Washington, D.C. 20210



August 19, 2019

Grant Officer Memorandum 03-19

FOR: JOBS FOR VETERANS STATE GRANT RECIPIENT
ALL VETERANS' EMPLOYMENT AND TRAINING STAFF

FROM: KIA MASON 
Grant Officer

SUBJECT: Jobs for Veterans State Grants (JVSG) Program Year 2019 Guidance to
Establish Performance Targets

The Veterans' Employment and Training Service (VETS) will use Program Year (PY) 2019 (July 1, 2019-June 30, 2020) to continue to establish performance baselines and re-establish VETS' performance reporting process and expectations.

JVSG PERFORMANCE INDICATORS

Title 38 §4102A(f), and the Workforce Innovation and Opportunity Act (WIOA) requires the U.S. Department of Labor to establish performance indicators for the JVSG program that are consistent with state performance accountability measures applicable under section 116(b) of WIOA. In compliance with these requirements, VETS will apply the performance indicators for direct services provided by JVSG and Wagner-Peyser (WP) staff. As such, there will be a total of six performance items (3 for JVSG and the same 3 separately for WP) negotiated for PY 2019. The established JVSG targets will cover participants eligible for JVSG services only, and the established WP targets will cover all veterans served within the AJC.

I. Primary Indicators of Performance.

- A. Employment Rate – 2nd Quarter After Exit: The percentage of participants who are in unsubsidized employment during the second quarter after exit from the program.
- B. Employment Rate – 4th Quarter After Exit: The percentage of participants who are in unsubsidized employment during the fourth quarter after exit from the program.

- C. Median Earnings – 2nd Quarter After Exit: The median earnings of participants who are in unsubsidized employment during the second quarter after exit from the program.

NOTE: The identified performance indicators will be calculated in accordance with the detailed specifications described on the amended Office of Management and Budget (OMB) approved template for DOL’s WIOA quarterly performance reports, Employment Training Administration (ETA) – 9173 (Attachment 1).

NOTE: Currently, VETS has not implemented Local Veterans’ Employment Representative (LVER) performance measures. VETS is monitoring ETA’s pilot of a performance indicator measuring “effectiveness in serving employers” and will determine the effectiveness of that indicator for possible future implementation in the JVSG program.

ESTABLISHING PY 2019 PERFORMANCE TARGETS

State Workforce Agencies (SWAs) should set the performance targets for PY 2019 with a focus on innovation that demonstrates continuous improvement in the provision of services to veterans and other eligible persons.

Currently, VETS does not have sufficient historical data to construct the statistical adjustment model for the primary indicators of performance set forth in section 116 (b) of WIOA. Additionally, due to metric input lag times associated with the transition of the Workforce Investment Act (WIA) to WIOA during PYs 2016 and 2017 (i.e. there is no performance data available for PY 2016 and early PY 2017 since WIOA definitions require a waiting period of 12-18 months to collect the necessary data), VETS does not have recent performance outcomes to use as a baseline. Therefore, as was done in PY 2018, VETS will conduct a negotiation process to allow state agencies to determine reasonable PY 2019 performance targets based on several factors: state demographics, economic conditions, labor market information, and historical performance data. Generally, states will determine their performance targets; the purpose of the negotiation process is to ensure that the targets set are reasonable and do not include extreme deviation from past performance data.

To assist state agencies in reviewing historical performance data, a State Performance Target Tool is provided (Attachment 2). The tool (a spreadsheet) is designed to calculate the WIOA outcomes using historic data from Disabled Veterans’ Outreach Program (DVOP) services. At the top of the spreadsheet, the user can select a state. After a state is selected, the tool automatically displays the WIOA-based performance information for the selected state. Data was gathered from the past 5 quarters. Each quarter is separately displayed within the tool. This data provides states a starting point for target setting in PY 2019.

PY 2019 PERFORMANCE NEGOTIATION

Considering that economic conditions continue to show steady improvement, most states outcomes should be the same or higher. A reasonable baseline is considered to be **no less than 90% of the state’s most recent performance outcomes.**

EX: State's PY18 Measure Outcome = 60%. The reasonable baseline goal in this scenario would no less than 54% (60 x .90).

During the negotiation process, states that submit PY19 performance baseline less than 90% of their PY18 outcomes will be asked to justify their reasoning.

WEIGHTED MEASURES

Historically, VETS has utilized a weighted performance measure where a veteran receiving an individualized career service received a weight of 1.25 (as opposed to 1.0) in the numerator. This was designed, in part, to encourage delivery of intensive services. These weighted outcomes of the performance indicators will be reported in the VETS annual report to Congress; however, states will not negotiate weighted measures.

WORKFORCE INTEGRATED PERFORMANCE SYSTEM (WIPS)/PERFORMANCE REPORTING

WIPS launched on October 1, 2016 and is the integrated performance system used to capture JVSG performance data. Effective PY 2018 all JVSG performance indicators for the Disabled Veterans' Outreach Program specialists are to be reported through WIPS in accordance with the quarterly performance due dates as indicated in Veterans' Program Letter (VPL) 01-15 or most recent JVSG recurring report guidance. Visit <https://www.doleta.gov/performance/wips/> for additional information regarding WIPS, including: quick start guides; pre-recorded demonstrations; system release notes; and frequently asked questions.

INDIVIDUALIZED CAREER SERVICES (ICS) RATES

VETS achieved the goal of reaching the 90 percent individualized career service rate nationwide by the end of FY 2016. VETS will continue to monitor each state's ICS rate, with the expectation that all states continue to meet the 90% threshold. Therefore, states will not negotiate this rate.

STRATEGIES TO IMPROVE PERFORMANCE

The Director of Veterans' Employment and Training Service (DVET) is instrumental in assisting the state to overcome challenges or circumstances that impact performance outcomes and in recommending strategies designed to improve the state's capacity to meet all performance goals. If any deficiency in meeting a 90% threshold of a performance goal continues after a year of technical assistance, the DVET, in consultation with the appropriate VETS Regional Administrator (RAVET), may require the state to submit a corrective action plan in accordance with 20 CFR 1001.130 and 1001.166.

ACTIONS REQUIRED

- I. By close of business September 6, 2019, the state workforce agency will forward the performance baseline targets to the respective DVET.
NOTE: States are only expected to submit their 6 baseline targets (no memo is required).
- II. By September 18, 2019, the DVET will forward the baseline targets to the RAVET for review.
- III. By September 27, 2019, the Regional Administrator will ensure the tracking sheet is updated with the baselines as determined by the states. The tracking sheet can be found on SharePoint, here, [HERE](#).

INQUIRIES

Questions regarding this guidance should be directed to the DVET.

ATTACHMENTS

1. **ETA- 9173**
2. **JVSG State Performance Target Tool**
3. **JVSG Recurring Report Guidance**
4. **TEN 08-16** - Implementation of an Integrated Performance Reporting System for Multiple Employment and Training Administration (ETA) and Veterans' Employment and Training Service (VETS) Administered Programs
5. **WIPS Resources - <https://www.doleta.gov/performance/wips/>**