

# JVSG State Plan Required Components and Guidance

## VPL 01-24 Attachment #1

In accordance with Office of Management and Budget (OMB) Control Number 1293-0017<sup>1</sup>, states must include the following information as part of their four-year Jobs for Veterans State Grants (JVSG) State Plan and update it as needed at the two-year mid-point.

The JVSG State Plans should not include specific references to the number of staff or monetary amount of the grant award, as these State Plans cover four years. This specific information will be included in the annual application for funding required on a fiscal year (FY) basis.

For detailed guidance on setting performance targets, refer to Attachment #4, JVSG Performance Targets Technical Assistance Guide (TAG).

For detailed guidance on the incentive award program, plan requirements, and examples of acceptable responses, refer to Attachment #5, Incentive Award Plan TAG.

**a. Describe how the state intends to provide employment, training, and job placement services to veterans and eligible persons under the JVSG program (i.e., virtually and in person).**

Explain how the state will provide each of these services through the JVSG program. This might include, for example:

- A walkthrough of how eligible participants access American Job Center (AJC) services, are triaged and referred for Disabled Veterans' Outreach Program (DVOP) services, and receive individualized career services through a case management framework.
- How the DVOP works with AJC staff and partners to connect veterans and other eligible participants to training and employment opportunities.
- How the Local Veterans' Employment Representatives (LVER) connect in the local employer community to promote job opportunities for veterans.

**b. List the populations to be served by DVOP specialists and consolidated DVOP/LVER staff, including the eligibility criteria for referral to DVOP services.**

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<sup>1</sup> The OMB-approved content appears in bold text throughout this TAG.

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All populations served by DVOPs must meet eligibility requirements in accordance with Veterans' Employment and Training Service guidance. Please refer to the following Veterans' Program Letters (VPL), or most current guidance, to identify the eligible populations to be served by this grant:

- [VPL 03-14](#), Jobs for Veterans' State Grants (JVSG) Program Reforms and Roles and Responsibilities of American Job Center (AJC) Staff Serving Veterans
- [VPL 03-14, Change 1](#), Expansion and Clarification of Definition of Significant Barriers to Employment for Determining Eligibility for the Disabled Veterans' Outreach Program (DVOP)
- [VPL 03-14, Change 2](#), Expansion and Clarification of Homeless Definition as a Significant Barrier to Employment
- [VPL 03-19](#), Designation of Additional Populations Eligible for Services from Disabled Veteran's Outreach Program Specialists
- [VPL 07-14](#), American Job Center (AJC) Participation in Capstone Activities and Other Outreach to Transitioning Service Members (Note: Clarifies the specific population of transitioning service members who can be served.)

**c. Describe the roles and responsibilities assigned to DVOP specialists, LVER staff, and consolidated DVOP/LVER positions by the state. These must be consistent with 38 U.S.C. § 4103A and 4104.**

These roles and responsibilities also must be consistent with current U.S. Department of Labor (DOL) guidance, including [VPL 03-14](#) or most current guidance. Include a description of any consolidated DVOP/LVER position duties, if applicable.

**d. Demonstrate the manner in which DVOP, LVER, and consolidated DVOP/LVER staff are integrated into the state's employment service delivery system, i.e., AJCs. This demonstration should show active engagement between JVSG and other AJC staff, such as through participation in staff meetings and cross-training opportunities.**

Include a description of how DVOP, LVER, and consolidated DVOP/LVER positions are integrated into the employment service delivery system. This might include activities such as:

- LVERs and business service teams collaborating to reach out to employers to present information on all programs to avoid duplicative visits.
- LVERs working with Workforce Innovation and Opportunity Act (WIOA) case managers to create job opportunities for veterans being case managed and trained through other WIOA one-stop partner programs.

- DVOPs sharing information with partner staff regarding available community resources they can access to better serve veterans who may not be eligible for DVOP services.
- e. **Describe the state’s performance incentive award program to encourage individuals and employment service offices to improve and/or achieve excellence in the provision of services to veterans, including:**
1. **The nomination and selection process for all performance incentive awards to individuals and employment service offices;**
  2. **The approximate number and value of cash awards using the one-percent incentive award allocation;**
  3. **The general nature and approximate value of non-cash performance incentive awards to be charged to the base allocation; and**
  4. **Any challenges the state may anticipate in carrying out a performance incentive award program as mandated by 38 U.S.C. § 4102A(c). This should include any state laws or policies that prohibit such awards, if applicable. Describe the state's efforts in overcoming those challenges.**

Refer to Attachment #5 for a complete description of the performance incentive award program and the associated state plan requirements.

- f. **List the performance targets for direct services to veterans provided by JVSG staff, as measured by participants’:**
- **Employment Rate 2<sup>nd</sup> Quarter After Exit**
  - **Employment Rate 4<sup>th</sup> Quarter After Exit**
  - **Median Earnings 2<sup>nd</sup> Quarter After Exit**

States must identify and set performance targets for specific indicators for direct services to veterans provided by JVSG staff in their JVSG State Plans. The established targets will cover veterans served by JVSG staff only. States must follow the process outlined in Attachment #4, JVSG Performance Targets TAG.

**Public Burden Statement:** According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is 1293-0017. The time required to complete this information collection is 25 hours per response, including the time to review instructions, search existing data sources, gather the data needed, and complete and review the information collection. The obligation to respond is required to obtain or retain a benefit (38 U.S.C. Chapters 41 and 42). If you have any comments concerning the accuracy of

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the time estimate(s) or suggestions for improving this form, please contact us via mail at U.S. Department of Labor, Veterans' Employment and Training Service, Room S-1316, 200 Constitution Avenue, N.W., Washington, D.C., 20210; via phone at 202-693-4700; via fax at 202-693-4755; or via email at [JVSG@dol.gov](mailto:JVSG@dol.gov).