Grant Officer’s Memorandum 02-17

MEMORANDUM FOR: Jobs for Veterans State Grant Recipients and Veterans’ Employment and Training Service Staff

FROM: THOMAS MARTIN
Grant Officer
Employment and Training Administration (ETA)

SUBJECT: Jobs for Veterans State Grant (JVSG)
Fiscal Year (FY) 2018 Annual Funding Planning Estimates
New Automated Submission Process
New JVSG Audit Cycle

FY 2018 Annual Funding Planning Estimates
Please be advised the FY18 JVSG annual funding planning estimates provided are based off the projected FY18 appropriation. Per the JVSG Special Grant Provisions, Sec. 1.B.(2), “funds available to grantees each fiscal year are subject to congressional action on the United States Department of Labor’s (DOL) appropriation”.

In the event the actual FY18 appropriation or Continuing Resolution passed falls below the projected amount, VETS would adhere to Title 20 of the Code of Federal Regulations (CFR), Subpart F. 20 CFR 1001.150(d) states “the Secretary will determine whether the lower appropriation creates a compelling reason to recalculate the State basic grant amounts”, and “will make every reasonable effort to avoid recalculating the estimated basic grant allocation amounts, in order to maintain the delivery of services to veterans....”

FY 2018 New Automated Modification Submission Process
The Department of Labor (DOL), Veterans’ Employment and Training Service (VETS) is currently working with the Employment and Training Administration’s Office of Information Systems and Technology (OIST) to develop an automated system enhancement to electronically process JVSG modification submissions. This customized enhancement will be formulated within a new module of the existing Grantee Reporting System and E-Grants system. This implementation will automate all JVSG modification submissions, reviews, and approvals, and significantly improve, streamline and accelerate the entire process.

Beginning with the submission of FY18 Annual Funding Modifications, the new automated process will replace the current manual annual funding modification submission process as described in VPL 06-15, Sec. 9.B. Please note: Draft versions of the Annual Funding Modification are no longer required effective with this memorandum. All other final submission due dates provided in VPL 06-15 remain unchanged. Additionally, beginning in FY18 the new automated process will replace the current manual interim-modification submission process as described in VPL 04-15, Sec. 10. C.
The automated system enhancement is expected to be deployed as of June 1, 2017. As development nears completion detailed instructions and training will be provided in advance of deployment. Presently, all points of contact (POC) printed on each grantee’s 424M, Sec. G.7, (submitted with the FY17 Annual Funding Requests), are also listed as the POC to receive automated emails that will include information to obtain access to the system once available. This listing is also provided as an attachment to this memorandum. Please notify your Grant Officer Technical Representative (GOTR), if the POC listed for your state grant needs to be updated.

**FY 2017 New JVSG Audit Cycle**

Effective Fiscal Year 2017, the JVSG staff Roles and Responsibilities Audit conducted by VETS staff has changed from an annual to a triennial cycle. Additionally, when feasible VETS audit will align with U.S. DOL Employment and Training Administration state audit schedules. Expected benefits for State Workforce Agencies (SWAs) include improved JVSG program performance and streamlined audit process.

The new audit cycle incorporates technical assistance (TA) in the years between audits as the key for correcting deficiencies identified through an audit. Additionally, incorporating TA as an integral part of the audit process will help detect and prevent problems early, and remediate those identified during the previous audit. Adopting a triennial cycle will allow JVSG grantees sufficient time to address findings before the next audit begins, and VETS staff sufficient time to provide TA between audit years.

The newly defined measurement indicating that more than 50% of veterans receiving Individualized Career Services (ICS) must receive these services through the case management framework, which is defined as receipt of a comprehensive assessment and a written plan at a minimum, will be reviewed. Normally, failure to comply with this measure would be a Finding and a Corrective Action Plan is required; however, during this triennial audit cycle (FY17-19), this issue will be documented as an Area of Concern and considered hold harmless.

VETS is committed to continually improve audit processes and procedures. If you have any questions regarding this or any of the information provided on this memorandum, please contact the GOTR for your grant.

**Enclosures**

JVSG SWA POC Listing