

TRAINING AND EMPLOYMENT NOTICE	NO. 8-16
	DATE August 24, 2016

TO: H-1B JOB TRAINING PROGRAM GRANTEEES
INDIAN AND NATIVE AMERICAN PROGRAM SECTION 166 GRANTEEES
JOB CORPS CENTER DIRECTORS
NATIONAL DISLOCATED WORKER GRANT (FORMERLY NATIONAL
EMERGENCY GRANT) GRANTEEES
NATIONAL FARMWORKER JOBS PROGRAM GRANTEEES
RAPID RESPONSE COORDINATORS
REENTRY EMPLOYMENT OPPORTUNITIES (FORMERLY RExO)
PROGRAM GRANTEEES
STATE MONITOR ADVOCATES
STATE WORKFORCE AGENCIES
STATE WORKFORCE ADMINISTRATORS
STATE WORKFORCE INNOVATION AND OPPORTUNITY ACT LIAISONS
STATE AND LOCAL WORKFORCE DEVELOPMENT BOARD CHAIRS
AND DIRECTORS
STATE DIRECTORS FOR VETERANS' EMPLOYMENT AND TRAINING
STATE WORKFORCE AGENCY VETERANS COORDINATORS
TRADE ADJUSTMENT ASSISTANCE LEADS
YOUTHBUILD PROGRAM GRANTEEES

FROM: PORTIA WU /s/
Assistant Secretary
Employment and Training Administration

MICHAEL H. MICHAUD /s/
Assistant Secretary
Veterans' Employment and Training Service

SUBJECT: Implementation of an Integrated Performance Reporting System for Multiple
Employment and Training Administration (ETA) and Veterans' Employment and
Training Service (VETS) Administered Programs

- Purpose.** The purpose of this Training and Employment Notice (TEN) is to announce the implementation schedule for an integrated performance reporting system for ETA and VETS workforce programs. Grantees under the Workforce Innovation and Opportunity Act (WIOA) (titles I and III), Trade Adjustment Assistance (TAA), H-1B Job Training Grants, Reentry Employment Opportunities (REO), and Jobs for Veterans State Grants (JVSG) will report performance measure outcomes under a new integrated system that will generally become available after July 1, 2016 for testing, and after October 1, 2016 for reporting. This

TEN provides, for each program, a timeline for system availability and expected submission of performance data.

2. **References.**

- WIOA (Pub. L. 113-128), enacted July 22, 2014;
- Wagner-Peyser Act, as amended (29 U.S.C. 49 et seq.);
- American Competitiveness and Workforce Improvement Act of 1998 (Pub. L. 105-277) (as amended);
- Trade Adjustment Assistance (TAA) Reform Act of 2002 (Pub. L. 107-210) (as amended by the Trade Adjustment Assistance Reauthorization Act (TAARA) of 2015, title IV of the Trade Preferences Extension Act of 2015 (Pub. L. 114-27));
- Title 38, United States Code ,Chapters 41 and 42 (Jobs for Veterans State Grants);
- TEGL No. 19-14, *Vision for the Workforce System and Initial Implementation of the Workforce Innovation and Opportunity Act*, dated February 19, 2015;
- TEGL No. 22-15, *Program Year (PY) 2015/Fiscal Year (FY) 2016 and PY 2014/FY 2015 Data Validation and Performance Reporting Requirements and Associated Timelines*, dated May 12, 2016;
- Workforce Innovation and Opportunity Act (WIOA) Common Performance Reporting, OMB Control No. 1205-0526; and
- DOL-Department of Labor (DOL) - Only Performance Accountability Information and Reporting System, OMB Control No. 1205-0521

3. **Background.** The enactment of WIOA and TAARA have provided an unprecedented opportunity to align indicators of performance and data reporting across multiple Federally-funded employment and training programs, and DOL (or the Department) has pursued such alignment with additional DOL administered programs. This TEN provides an overview of when it is anticipated that programs included in the integrated performance reporting system will begin collecting and reporting data.

Programs Included:

WIOA Section 116(b) establishes performance accountability indicators and reporting requirements for the WIOA core programs: Adult, Dislocated Worker, and Youth (Title I); Adult Education and Family Literacy (Title II); Wagner-Peyser Employment Services (as amended by Title III); and Vocational Rehabilitation Services (as amended by Title IV). Under WIOA, these indicators also apply to the National Farmworker Jobs Programs (WIOA sec. 167(c)(3)), the Indian and Native American Programs (WIOA sec.166(h)), YouthBuild (WIOA sec. 171(c)(3)(B)(xii)), and Job Corps (WIOA sec. 159(c)(3)). These indicators also apply to the National Dislocated Worker Grants (DWG) to further the goals of system alignment and integration.

The JVSG program also is included, as 38 U.S.C. 4102A(f) requires DOL to establish performance indicators for the JVSG program that are “consistent with State performance accountability measures applicable under section 116(b) of the WIOA.” Consequently, DOL will require the section 116(b) indicators and reporting requirements of the JVSG program.

Further, the recent reauthorization of the TAA program through TAARA aligns many of the same performance accountability indicators for the TAA Program as those specified for Title I WIOA programs. Therefore, the TAA program will report through this system as well.

Finally, while REO and H-1B Job Training Grants do not have legislative requirements for aligned reporting, these programs will also adopt the WIOA performance indicators, and align with WIOA data element definitions and reporting templates, to promote consistency across these DOL-funded programs. In addition, Homeless Veterans' Reintegration Programs, administered by VETS, will enroll their participants in the Wagner-Peyser Employment Service or other workforce programs offered through American Job Centers, and performance information and outcomes will be through the new system.

ETA notes that the Senior Community Services Employment Program (SCSEP) was reauthorized on April 19, 2016, and in great part aligns the SCSEP indicators of performance with those of WIOA. To the extent possible, ETA is seeking to align the data and reporting for SCSEP with the integrated performance reporting system by including the necessary data elements for SCSEP in the Participant Individual Record Layout (PIRL). ETA will provide additional information and opportunity for public comment for the implementation of the new performance reporting requirements for the SCSEP.

Timing:

The statutory provisions for WIOA performance accountability and reporting became effective July 1, 2016 (see WIOA sec. 506(a)). For WIOA authorized and other competitive grant programs (H-1B Job Training, YouthBuild, REO, NFJP, INAP, and DWG), the new reporting requirements will go into effect starting with any new grants that are awarded with a grant effective date of July 1, 2016 or later. TAA will begin utilizing the new reporting requirements on October 1, 2016, for the start of FY 2017. Job Corps has already begun collecting data based on the new reporting requirements as of July 1, 2016. Given the complexity of aligning data elements and building new systems to report such data, ETA is using the transition authority found in WIOA sec. 503(b) to work cooperatively with states and other grant program organizations to transition to reporting of the PIRL data over time.

Information Collections:

DOL and the Department of Education worked collaboratively to develop joint information collection requirements to collect necessary performance information for WIOA core programs. DOL further defined and established authority to collect this information and additional data and information needed for the administration of all programs that are part of the Performance Accountability, Information and Reporting System. This system includes the PIRL.

On June 29, 2016, the Department announced the approved reporting requirements, which included a final PIRL based on public comment received through the 60-day and 30-day comment periods established by the Paperwork Reduction Act. Each of the required layouts and templates is available at: https://doleta.gov/performance/reporting/eta_default.cfm.

- 4. Performance System Implementation Plan.** ETA is developing a new online system for states and grantees to submit their data, which will be available for submissions of the first reporting quarter of data in PY 2016 (by October 1, 2016). The Enterprise Data Reporting and Validation System (EDRVS) will continue to accept the Workforce Investment Act Standardized Record Data (WIASRD) and old Wagner-Peyser Employment Service layout files until the reporting requirements for these programs are closed out (See TEGL 22-15). The PIRL elements replace the legacy WIASRD record layout, as well as the record layouts applicable for each program.

Implementation of the integrated performance reporting system will take place in several phases. The system capabilities will expand over the course of the phased implementation. Program performance Reporting implementation will also be phased as the system capabilities are fully realized.

	PHASE 1	PHASE 2	PHASE 3
Timing	<i>July–October 2016</i>	<i>October 2016–July 2017</i>	<i>July 2017–March 2018</i>
Programs Begin to Collect and Report According to PIRL Specifications	<ul style="list-style-type: none"> - WIOA Adult - WIOA Dislocated Worker - WIOA Youth - Wagner-Peyser Employment Service - H-1B Job Training Grants - Jobs for Veterans State Grants - National Farmworker Jobs Program - National Dislocated Worker Grants - Trade Adjustment Assistance - Reentry Employment Opportunities 	<ul style="list-style-type: none"> - Indian and Native American Program - YouthBuild 	
System Capabilities	Accept data upload of csv files from states and grantees on the PIRL data elements specific to each program that is utilizing csv file uploads	Program Specific Quarterly Reports Development of Case Management System(s) for Select Grantees	Additional reporting functionality will be developed for internal and external performance management

The Department will provide opportunities for grantees to pilot the reporting processes. In addition, the Department will provide training on the new reporting system as well as instructions on how to submit grant performance data. Technical support will also be available.

5. **Performance System Transition.** ETA has assessed each program’s current performance reporting practices to determine the best way to transition to the new system. We have looked at the process to transition to new performance indicators, as well as to conduct the performance data submission process. The following table outlines the basic timeline and reporting requirements for each program. Grantees that will be submitting comma separated value (csv) data file uploads to the system after July 1, 2016 are advised to develop transition plans and update existing Management Information Systems (MIS) to prepare for these reporting requirements. Recognizing that PY 2016 and in the case of TAA, FY 2017 is a transition year for reporting purposes, ETA and VETS do not intend to use data reported in the transition year for purposes of determining financial sanctions on grantees for performance failure.

Performance Reporting Transition

Program	WIOA Sec. 116 Performance Measure Implementation/ Reporting System Transition	Program Specific Instructions
WIOA Adult, Dislocated Worker, and Youth Programs	July 1, 2016	States are required to collect and report according with WIOA sec. 116 as of July 1, 2016. The measures in the individual record layout (PIRL) are implemented according to the approved reporting requirements. As of July 1, WIOA title I formula programs will utilize the new performance reporting system. *
Wagner-Peyser Employment Service	July 1, 2016	States are required to collect and report in accordance with WIOA sec. 116 as of July 1, 2016. The measures in the individual record layout (PIRL) are implemented according to the approved reporting requirements. As of July 1, Wagner-Peyser Employment Service programs will utilize the new performance reporting system.*
National Dislocated Worker Grants	July 1, 2016	Grants awarded with a July 1, 2016 or later period of performance start date adopt the WIOA performance indicators and submit participant record files according to specifications for the new performance reporting system. The PIRL data collection applies these DWG grantees. Grants awarded prior to July 1, 2016 continue to utilize the WIASRD record layout and submit files to EDRVS. Grants awarded prior to July 1, 2016 may choose to convert to the WIOA performance indicators and the new system.

		These grantees that choose to convert must notify ETA in writing and contact their Federal Project Officer. All DWG grantees are still required to collect aggregate grant data under the program QPR, OMB form 9104, until further notice.
National Farmworker Jobs Program (NFJP)	July 1, 2016	Grants awarded with a start date of July 1, 2016 or later will utilize the new performance reporting system. The data elements in the individual record layout (PIRL) are specified in the approved reporting requirements. In accordance with the statute, NFJP began implementing the new WIOA measures as of July 1. NFJP will continue to collect narrative reports under approved OMB forms.
National Dislocated Worker Grants	July 1, 2016	DWG will adopt the new WIOA performance indicators for participants of grants awarded with a start date of July 1, 2016 or later. Grantees will be required to collect and report under the new ICR requirements. Any grant operating prior to July 1 with participants who have not exited by July 1, 2016 will utilize the new performance reporting system but may continue to utilize performance outcome measures previously approved under WIA. DWG will continue to collect aggregate grant data under the program QPR, OMB form 9104.
Trade Adjustment Assistance	October 1, 2016	States are required to report according to TAARA 2015 Sections 239(j) and 249(B) starting October 1, 2016 for the start of FY 2017. The measures in the individual record layout (PIRL) are implemented according to the ICR requirements. As of October 1, the TAA Program will utilize the new performance reporting system. States will continue to provide the narrative "Efforts Made to Improve Outcomes" in the TAA program, as well as participant level data on those who exit on or before September 30, 2016, through the Trade Activity Participant Report.
Monitor Advocate System	July 1, 2016	State workforce agencies will continue to use the Labor Exchange Agricultural Reporting System (LEARS) to report services to MSFWs in the Wagner Peyser program. The data on ETA Form 5148 continue as the required reporting elements and continue to report on Parts 1 and 2 of the 5148 report through the existing EBSS.
Indian and Native American Program	July 1, 2017	Under WIOA transition authority, grantees will continue using the BearTracks system during

		PY 2016. During PY 2016, ETA will work with grantees to prepare for data collection and reporting according to WIOA and will simultaneously work to develop a web-based case management system for reporting (see Performance System Implementation Plan table).
YouthBuild	July 1, 2017	YouthBuild grantees will continue to use the existing case management system to enter participant-level data pending development of a web-based case management system for reporting (see Performance System Implementation Plan table). ETA will utilize transition authority to use PY 2016 to develop a new case management reporting system. ETA may test the process of using data collected through the existing system to calculate outcomes for some of the WIOA performance indicators through an ad-hoc report function for the PY 2016 awarded grants.
Job Corps	July 1, 2016	Job Corps began collecting participant-level data based on WIOA definitions and timeframes on July 1, 2016. Under WIOA transition authority, Job Corps will also continue to track and report performance outcomes under its current Outcomes Measurement System (OMS) for the three-year transition period allowed under WIOA. Once WIOA performance data becomes mature and fully realized after that three-year period, reporting will consist solely of WIOA performance metrics and their resultant performance outcomes.
Jobs for Veterans State Grants	July 1, 2016	States are required to collect and report in accordance the relevant indicators of performance identified in sec. 116(b) starting July 1, 2016. As of July 1, JVSOG will utilize the new performance reporting system.*
Trade Adjustment Assistance Grants	October 1, 2016	States are required to report according to TAARA 2015 Sections 239(j) and 249(B) starting October 1, 2016 for the start of FY 2017. The measures in the individual record layout (PIRL) are implemented according to the ICR requirements. As of October 1, the TAA Program will utilize the new performance reporting system.
H-1B Job Training Grants	July 1, 2016	Grantees awarded with a start date of July 1, 2016 or later will be required to collect and report under the new ICR requirements. H-1B Job Training grantees with start dates prior to

		July 1, 2016 will not report under the new WIOA system and will continue to use the current HUB Reporting System until the end of their grant.
Reentry Employment Opportunities	July 1, 2017	REO grantees will continue to use the existing case management system to enter participant-level data pending development of a web-based case management system for reporting (see Performance System Implementation Plan table). ETA will utilize PY 2016 to develop a new case management reporting system. ETA may test the process of using data collected through existing systems to calculate outcomes for the WIOA performance indicators.

* ETA will work with states and grantees to pilot the new reporting process during the first quarter of program year 2016, and will provide flexibility to states and grantees as they begin to report data for the quarter ending September 30, 2016, through the new system.

Grantees will need time to make modifications to their data systems to fully implement the new performance accountability reporting requirements. We expect grantees and contractors to begin the process of data collection on the new requirements according to the timelines in the table. However, we recognize that these grantees may not be able to report performance information in the early quarters of 2016. We anticipate that they will be able to report performance accountability data for PY 2016, due in October 2017, or for competitive or discretionary grants, at the completion of the first year of grants awarded in PY 2016. Additional information will be provided.

6. **Action Requested.** Grantees administering WIOA core programs should review the WIOA Common Performance Reporting. All programs included in the DOL-Only Performance Accountability Information and Reporting System should review the requirements, develop transition plans, and update existing MIS for implementation of new performance accountability provisions and reporting requirements as outlined in this notice.
7. **Inquiries.** Questions regarding this guidance should be directed to the appropriate ETA regional office, national office Federal Project Officer, or VETS State Director for Veterans' Employment and Training DVET, as appropriate.