

U.S. Department of Labor

Employment and Training Administration  
200 Constitution Avenue, N.W.  
Washington, D.C. 20210



MAR 31 2016

MEMORANDUM FOR: JOBS FOR VETERANS STATE GRANT RECIPIENTS

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

SUBJECT: Interim Modification Requests

Please accept this memorandum in reference to the Interim Modification Request guidance, (Veterans Program Letter (VPL) 04-15), associated with the Jobs for Veterans State Grant (JVSG) awarded to your organization by the Department of Labor, Veterans' Employment and Training Service (VETS).

Effective with the receipt of this memorandum, states are **no longer required** to submit an interim modification requests for the following purposes:

1. Reductions to the planned number of DVOP specialist and LVER staff (if less than 10% of the total budget is adjusted);
2. Less than 10% budget line changes
3. Monetary transfers between separate JVSG programs (DVOP/LVER) within the same object class category on VETS 401, other than Incentive Awards;
4. Reassignment of JVSG staff from one location to another (with submission to the DVET of a revised VETS-501 Staffing chart);
5. Increases to the planned number of JVSG funded staff (not requiring additional funding).
6. Conversions between JVSG position titles (.e.g., LVER to DVOP specialist).

The updated guidance detailing these changes is forthcoming. Please note states are still required to submit a modification request for prior approval for all other changes to the cost, scope, or condition of the grant, per the requirements in VPL 04-15.

If you have any questions regarding this change, please contact the Grant Officer Technical Representative for your grant.