

## **Program Planning Guidance and Information Package**

### ***Introduction***

This document provides the necessary guidelines to be used by SWAs to update annual plans and request funds in order to administer their FLC responsibilities.

Wagner-Peyser funding allocations under the State Unemployment Insurance and Employment Service Operations account in Fiscal Year (FY) 2010 are available to States for activities supporting federal administration of FLC programs. An estimate of each SWA's total FY 2010 funding is reflected below.

### ***FY 2010 Annual Plan***

To establish and maintain eligibility for FLC grant funding, SWAs must comply with this TEGL and other applicable guidance and regulations of the Department. Upon receipt and approval of the plan at the National Office, OFLC, the Grant Officer in ETA's Division of Federal Assistance will issue a Notice of Obligation (NOO) to provide the balance of funds due to each state from its annual allocation.

### ***SWA Responsibilities***

SWAs are responsible for administering grant funds for FLC programs within established guidelines. These responsibilities include:

#### **1. Certifications and Assurances**

Regulations require recipients of SWA grants to submit various standard certifications and assurances. These have already been provided under the PY 2009/FY 2010 Wagner-Peyser Annual Funding Agreement and the FY 2009 Foreign Labor Certification Agreement. Current SWA regulations at 20 CFR Part 658, Subpart E (20 CFR 658.400-658.426) cover the complaint and appeals procedures. Regulations at 20 CFR Part 653, Subpart F and 20 CFR Part 654, Subpart E apply to housing inspection activities under the reimbursable grant.

#### **2. Use Mandated Forms for Inter-Agency Communications**

SWAs must use the proper forms to ensure uniform communications. These forms include, but are not be limited to, the following:

- **Approved Standard Form: SF-424 (OMB Approval No. 4040.0004 Exp. 03/12/2012)**
- **Form ETA-232 (OMB Approval No. 1205-0017 Exp. 08/31/2010)**  
Form ETA-232 is the Domestic Agricultural In-Season Wage Report.
- **Form ETA-232A (OMB Approval No. 1205-0017 Exp. 08/31/2010)**  
Form ETA-232A is the Wage Survey Interview Record.

- Other ETA forms that contain a valid Office of Management and Budget (OMB) control number and expiration date.

### **3. Reporting Responsibilities**

The required reports are listed below:

- **ETA-9130 (OMB Approval No. 1205-0461 Exp. 11/30/2012)**  
The ETA-9130 is the Financial Status Report and must be submitted by the SWA on a quarterly basis for each fiscal year of funds.
- **ETA-9127 (OMB Approval No. 1205-0457 Exp. 5/31/2012)**  
The ETA-9127 is the Quarterly Activity Report and a completed form must be submitted by the SWA on a quarterly basis for each fiscal year. SWAs must correct deficiencies to the form upon request by the OFLC National Office or the department of Labor (DOL) ETA Office of Grants and Contract Management.

### ***Conclusion***

Grant funding balances will be issued to the SWAs by the National Office Grant Officer upon receipt and approval of the State's FY 2010 FLC Annual Plan. The FLC Annual Plans are reviewed and approved by the Administrator of the Office of Foreign Labor Certification.

### Estimated FY 2010 FLC Funding Levels \*

Alabama	\$ 77,005.44	Nebraska	\$103,770.41
Alaska	\$ 70,404.54	Nevada	\$79,566.14
Arizona	\$263,742.00	New Hampshire	\$86,242.70
Arkansas	\$ 81,404.04	New Jersey	\$596,802.34
California	\$2,404,649.45	New Mexico	\$81,404.04
Colorado	\$229,258.06	New York	\$1,358,548.84
Connecticut	\$256,841.43	North Carolina	\$200,590.48
Delaware	\$97,716.11	North Dakota	\$90,081.77
Florida	\$579,951.64	Ohio	\$202,048.05
Georgia	\$539,545.82	Oklahoma	\$77,005.44
Guam	\$66,003.95	Oregon	\$85,613.48
Hawaii	\$66,003.95	Pennsylvania	\$555,432.76
Idaho	\$209,653.51	Puerto Rico	\$66,003.95
Illinois	\$418,812.20	Rhode Island	\$70,404.54
Indiana	\$70,404.54	South Carolina	\$88,668.01
Iowa	\$79,205.73	South Dakota	\$79,205.73
Kansas	\$118,474.57	Tennessee	\$165,152.74
Kentucky	\$324,212.35	Texas	\$932,251.14
Louisiana	\$160,961.22	Utah	\$97,778.83
Maine	\$288,920.75	Vermont	\$100,641.21
Maryland	\$503,251.86	Virgin Islands	\$66,003.95
Massachusetts	\$763,200.59	Virginia	\$838,927.66
Michigan	\$292,475.30	Washington	\$206,622.87
Minnesota	\$99,733.22	Washington, DC	\$116,195.62
Mississippi	\$92,405.53	West Virginia	\$72,604.84
Missouri	\$123,089.23	Wisconsin	\$126,321.97
Montana	\$74,805.14	Wyoming	\$72,604.84
Northern Mariana(CNMI)	\$66,003.95		

\* The total SWA grant allocation for FY 2010 is \$15,034,000.