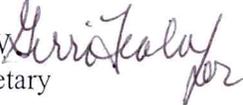


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| <b>EMPLOYMENT AND TRAINING ADMINISTRATION<br/>         ADVISORY SYSTEM<br/>         U.S. DEPARTMENT OF LABOR<br/>         Washington, D.C. 20210</b> | <b>CLASSIFICATION</b><br>WIA/Performance Reporting |
|  | <b>CORRESPONDENCE SYMBOL</b><br>OPDR-OWI           |
|  | <b>DATE</b><br>August 28, 2013                     |

**ADVISORY: TRAINING AND EMPLOYMENT GUIDANCE LETTER NO. 4-13**

**TO:** STATE WORKFORCE AGENCIES  
 STATE WORKFORCE ADMINISTRATORS  
 STATE WORKFORCE LIAISONS

**FROM:** ERIC M. SELEZNOW   
 Acting Assistant Secretary

**SUBJECT:** Workforce Investment Act (WIA) Performance Reporting System

1. **Purpose.** To provide guidance on the modifications to the WIA Performance Reporting System

2. **References.**

- WIA Section 136;
- WIA regulations at 20 CFR Part 666 and Part 661;
- *Workforce Investment Act Annual Report: General Reporting Instructions and ETA Form 9091*, Revised 2010;
- *ETA 9002 and VETS 200 Data Preparation Handbook*, ET Handbook No. 406, released in August 2012;
- Training and Employment Guidance Letter (TEGL) No. 14-00, TEGL No. 14-00, Change 1, TEGL No. 14-00, Change 2, and TEGL No. 14-00, Change 3, *Guidance on the Workforce Investment Act (WIA) Management Information and Reporting System*;
- TEGL No. 14-03 and TEGL No. 14-03, Change 1, *Performance Reporting Submission Procedures for the Workforce Investment Act Standardized Record Data (WIASRD), the Annual Report, and the Quarterly Reports under Title IB of the Workforce Investment Act (WIA) for Program Year (PY) 2003 and 2004*;
- TEGL No. 17-05, *Common Measures Policy for the Employment and Training Administration's (ETA) Performance Accountability System and Related Performance Issues*;
- TEGL No. 14-08, *Guidance for Implementation of the Workforce Investment Act and Wagner-Peyser Act Funding in the American Recovery and Reinvestment Act of 2009 and State Planning Requirements for Program Year 2009*;
- Office of Management and Budget (OMB) Circular No. A-94, *Revised Guidelines and Discount Rates for Benefit-Cost Analysis of Federal Programs*;
- TEGL No. 17-09, *Quarterly Submission of Workforce Investment Act Standardized Record Data (WIASRD)*;

|                            |                                      |
|----------------------------|--------------------------------------|
| <b>RESCISSIONS</b><br>None | <b>EXPIRATION DATE</b><br>Continuing |
|----------------------------|--------------------------------------|

- TEGL No. 28-11, Change 1, Program Year 2011/Fiscal Year 2012 Performance Reporting and Data Validation Timelines.

**3. Background.** Since its inception, the WIA Reporting System was designed to facilitate reporting on the characteristics, services received, and outcomes of program participants. Collectively, the WIASRD, the ETA 9090 (Quarterly Report), and the ETA 9091 (Annual Report) comprise the data and reports necessary for satisfying Federal WIA reporting requirements. These data are necessary for tracking and reporting information to stakeholders on the usage, services provided, and performance of WIA programs. These data are used to monitor the core purpose of the programs – chiefly, tracking how many people found jobs; did those people stay employed; and what were their earnings.

ETA’s statutory and regulatory authority to administer job training and employment programs includes provisions allowing for the requirement of performance reporting from States and grantees. WIA of 1998 (P.L. 105-220) includes provisions that require each State agency to furnish to the Secretary such information and reports and conduct such studies as the Secretary determines are necessary or appropriate for carrying out the purposes of the Act.

- WIA Section 136 establishes the performance and accountability requirements for WIA Adult, Dislocated Worker, and Youth programs. The purpose of Section 136 is to establish a comprehensive performance accountability system, comprised of the activities described in the section, to assess the effectiveness of States and local areas in achieving continuous improvement of workforce investment activities funded under the subtitle, in order to optimize the return on investment of Federal funds (Section 136(a)).
- WIA Section 172 directs the Secretary to provide for the continuing evaluation of programs and activities authorized under Title I, including demonstration grants.
- WIA Section 185 broadly addresses reports, recordkeeping, and investigations across programs authorized under Title I of the Act.
- WIA Section 189 requires the Secretary to prepare and submit to Congress an Annual Report regarding the programs and activities carried out under Title I of WIA. States and grantees receiving funding under WIA Title IB are required to maintain and report accurate program and financial information (WIA Section 185 (29 U.S.C. 2935) and WIA Regulations 20 CFR 667.300(e)(2)). Further, all States and grantees receiving funding from ETA are required to submit reports or participant records and attest to the accuracy of these reports and records.

The WIA Reporting System was initially announced in March 2001. Guidance on the reporting system was further refined and clarified through November 2003. In September 2002, the Department’s Office of Inspector General (OIG) released an audit of performance data from July 2000 through October 2001. The audit found that, “Because of insufficient local, State, and Federal oversight, the Employment and Training Administration (ETA) has little assurance that the State-reported WIA performance outcomes data are either accurate or verifiable.” The OIG recommended that States should validate reported data using a rigorous validation methodology. To address the concerns raised by the OIG and to meet the Agency’s goal for accurate and reliable data, ETA implemented a data validation requirement in 2004 in order to ensure the accuracy of data collected and reported on program activities and outcomes.

Under the data validation requirements, States were responsible for uploading a WIASRD file to the Data Reporting and Validation System (DRVS) to either confirm the accuracy of the WIA Annual Report data (ETA 9091) or to generate the ETA 9091 output data which could then be uploaded directly into the Department's reporting software, the Enterprise Business Support System (EBSS). States also had the option to generate the WIA Quarterly Report (ETA 9090) using this software. States would have to independently submit an annual WIASRD file to ETA and, beginning in the third quarter of Program Year (PY) 2009, a quarterly WIASRD file. However, data element validation was conducted using the WIASRD file uploaded into DRVS.

In an effort to consolidate the reporting requirements into a more streamlined system, ETA has developed the Enterprise Data Reporting and Validation System (EDRVS) for use for WIA reporting beginning the first quarter of PY 2013. Under this system, States are responsible only for uploading four quarterly WIASRD files into EDRVS annually. The system will automatically generate the ETA 9090 (Quarterly Report) and ETA 9091 (Annual Report), which States will be responsible for certifying. These quarterly submissions will also constitute a consolidated quarterly WIASRD submission in that individual record files will no longer be required to be uploaded into both DRVS and EBSS. The fourth quarter submission will constitute the previous annual WIASRD submission and will be used to compute the Annual Report (ETA 9091) and the data element validation sample.

#### **4. Summary of the Changes to the WIA Reporting System**

Three important changes have been made to the WIA Reporting System.

- Modifications to the WIASRD record layout;
- Additional information reported on the Quarterly (ETA 9090) and Annual Report forms (ETA 9091); and
- The manner in which the Quarterly and Annual Reports are generated and submitted.

The primary change to the WIA Reporting System is the change to the WIASRD record layout. The entire layout of the record file has changed and, as described below, new information is collected. These changes were based on the Workforce Investment Streamlined Performance Reporting System (WISPR) that has been piloted for a number of years. The fundamental purpose of the changes to the WIASRD is to begin consolidating the various forms of individual record layouts used for reporting. The ultimate goal is to standardize the manner in which individual record information is collected across programs. By aligning the WIASRD to the individual record layout to that used under WISPR, WIA programs will be using a record layout that is completely compatible with the layouts used by the Trade program. This will facilitate more efficient and cost effective future consolidation amongst the various individual record datasets used by ETA (such as the Labor Exchange Reporting System), thus, consolidating reporting requirements across multiple programs into one individual record file submission used to generate all the necessary Quarterly and Annual Reports and data validation efforts. Please refer to Attachment A of this document for the updated WIASRD record layout and edit checks.

**Important Note:** As indicated in TEG 14-00, States are strictly prohibited from using the Social Security Number (SSN) anywhere in the individual records submitted to ETA. States must utilize a unique participant record number but this cannot be done with an SSN.

In addition to the changes to the quarterly WIASRD record layout, both the Quarterly (ETA 9090) and Annual (ETA 9091) reports have been modified to include additional required information. The elements that have been added are summarized below. However, it is important to note that States will no longer be required to produce these reports, as the EDRVS will generate the reports based on the information contained in the quarterly WIASRD submissions. As a result, the States single quarterly WIASRD submission will satisfy all federal reporting requirements under WIA. These submissions will facilitate: edit and error checking, Quarterly and Annual Report submissions, as well as both report and data element validation. States will still have to certify their results and submit the final reports to EBSS. Please refer to Attachments B and C of this document for the new WIASRD Quarterly and Annual Report specifications.

Additional 9090 report items:

- Veterans' participant breakouts.
- Veterans' entered employment, employment retention and six months average earnings outcomes breakouts.
- Credential attainment outcomes by program.
- Veterans' priority of service information.
- Participants and exiters that have received training.

Additional 9091 report items:

- Table D. Adult program outcomes by service intensity (core, intensive, and training services).
- Table G. Dislocated Worker program outcomes by service intensity (core, intensive, and training services).
- Table H.1.A. Youth special populations' breakouts.
- Table P. Veterans' priority of service (identical to that included in the latest 1205-0240 LERS PRA).
- Table Q. Veterans' special populations' breakouts.

5. **Due Dates.** Quarterly WIASRD submissions for all four quarters are due **45** days following the end of the quarter, with an additional **15** days provided for the purpose of addressing any errors. States have the option to resubmit the fourth quarter WIASRD file for **75** days following the end of the quarter. The additional 30 days for the fourth quarter file provides States with more time to verify the accuracy of the WIASRD data that underlies the WIA Annual Report and Annual Report Narrative, which is due 90 days following the end of the fourth quarter. It is important to note that EDRVS will regenerate the WIA Quarterly Report when States make use of the fourth quarter resubmission option to correct the WIA Annual Report. States that have already drawn their Data Element Validation (DEV) sample will also have to redraw that sample based on the revised quarterly WIASRD submission. Should the due dates fall on a Saturday, Sunday or Federal Holiday, the due date will be the following Monday.

6. **Training and Technical Assistance.** States and grantees are encouraged to request technical assistance on the submission of the modified WIASRD including concerns about how the report elements are computed and any technical issues with EDRVS.

7. **Action Requested.** Distribute this TEGl to those personnel responsible for federal WIA reporting, including personnel responsible for the WIASRD submissions, and to all local areas responsible for administering the WIA programs.

8. **Inquiries.** Questions regarding performance reporting should be directed to the appropriate ETA regional office or to the Office of Policy Development and Research at [ETAperforms@dol.gov](mailto:ETAperforms@dol.gov).

9. **Attachments.**

**Attachment A:** WIASRD Record Layout and Edit Checks

**Attachment B:** WIA Quarterly Report Specifications

**Attachment C:** WIA Annual Report Specifications

| No.                                       | DATA ELEMENT NAME            | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE   | WIA Funding Stream |    |    |  |    |    |           |  |
|---|------------------------------|-------------------------------|--|--------------|--------------------|----|----|--|----|----|-----------|--|
|   |                              |                               |  |              | WIA Adults         |    |    | WIA Dislocated Workers<br>Rapid Response<br>NEGs |    |    | WIA Youth |  |
|   |                              |                               |  |              | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |  |
| <b>SECTION A - INDIVIDUAL INFORMATION</b> |                              |                               |  |              |                    |    |    |  |    |    |           |  |
| <b>Section A.01: Identifying Data</b>     |                              |                               |  |              |                    |    |    |  |    |    |           |  |
| 100                                       | Unique Individual Identifier | AN 12                         | Record the unique identification number assigned to the participant. At a minimum, this identifier for a person <u>must</u> be the same for every period of participation in the WIA Title I programs, including National Emergency Grants, and in every local area across the state and where the participant is receiving services or benefits financially assisted by the Wagner-Peyser, Veterans Employment and Training Service, and/or Trade Adjustment Assistance (TAA) programs. And, (2) provide unique identification number of potential "non participant" records, including those identified through Veteran "covered entrants" and TAA applicants that may or may not receive a participant service.   | XXXXXXXXXXXX | R                  | R  | R  | R  | R  | R  | R         |  |
| 101                                       | State Code of Residence      | AN 2                          | Record the 2-letter FIPS alpha code of the state of the primary domicile of the participant. For example, the State of Alabama would be represented as "AL." Primary domicile is that location established or claimed as the permanent residence or "home" of the participant.<br><br>If primary domicile is outside the United States, use the following numeric codes:<br>77 = All Other Countries<br>88 = Mexico<br>99 = Canada<br><br>For persons on active military duty, states should record the two-letter Air/Army Post Office (APO) or Fleet Post Office (FPO) as defined by the Military Postal Service Agency.<br><b>AE (ZIPs 09xxx) for Armed Forces Europe which includes Canada, Middle East, and Africa</b><br><b>AP (ZIPs 962xx - 966xx) for Armed Forces Pacific</b><br><b>AA (ZIPs 340xx) for Armed Forces (Central and South) Americas</b><br><br>Leave blank if the State FIPS Code is not known. | XX           | O                  | R  | R  | O  | R  | R  | R         |  |
| 102                                       | County Code of Residence     | IN 3                          | Record the 3-digit FIPS Code of the County of the primary domicile of the participant. Primary domicile is that location established or claimed as the permanent residence or "home" of the participant.<br><br>If primary domicile is outside the United States, use the following codes:<br>777 = All Other Countries<br>888 = Mexico<br>999 = Canada<br><br>Leave blank if the County FIPS Code is not known.   | 000          | O                  | R  | R  | O  | R  | R  | R         |  |

| No. | DATA ELEMENT NAME     | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE | WIA Funding Stream |    |    |  |    |    |           |  |  |
|-----|-----------------------|-------------------------------|--|------------|--------------------|----|----|--|----|----|-----------|--|--|
|     |                       |                               |  |            | WIA Adults         |    |    | WIA Dislocated Workers<br>Rapid Response<br>NEGs |    |    | WIA Youth |  |  |
|     |                       |                               |  |            | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |  |  |
| 103 | Zip Code of Residence | IN 5                          | <p>Record the 5-digit zipcode of the primary domicile of the participant. Primary domicile is that location established or claimed as the permanent residence or "home" of the participant.</p> <p>If primary domicile is outside the United States, use the following codes:<br/>           77777 = All Other Countries<br/>           88888 = Mexico<br/>           99999 = Canada</p> <p>For persons on active military duty, states should record the zipcode associated with the APO or FPO as defined by the Military Postal Service Agency.</p> | 00000      | O                  | R  | R  | O  | R  | R  | R         |  |  |

| No.  | DATA ELEMENT NAME                                     | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS   | CODE VALUE   | WIA Funding Stream |    |    |  |    |    |           |  |
|--|---|-------------------------------|---|--|--------------------|----|----|--|----|----|-----------|--|
|  |   |                               |   |  | WIA Adults         |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth |  |
|  |   |                               |   |  | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |  |
| 104  | Economic/Labor Market Area and Physical Location Code | IN 9                          | <p>Record the code (maximum of 9-digits) of the economic/labor market area and physical location in which the participant received his/her first staff-assisted service financially assisted by the program. Grantees have the flexibility to use the first 5-digits of this field for identifying the economic region or labor market area in which the participant began receiving staff-assisted services. The next 4-digits of this field should be used to identify the physical location in which the participant began receiving staff-assisted services. Unless otherwise specified by ETA, codes contained within this field are determined by the grantee.</p> <p>Record 999999999 to indicate "statewide/virtual office" if the participant only received remote or virtual self-service or informational activities.<br/>Record 000000000 if not known.</p> <p>A physical location means a designated American Job Center, an affiliated American Job Center partner site, or other specialized centers and sites designed to address special customer needs, such as a company work site for dislocated workers.</p> | 000000000  | O                  | R  | R  | O  | R  | R  | R         |  |
| 105  | ETA-Assigned Local Workforce Board/Statewide Code     | IN 5                          | Record the 5-digit ETA assigned Local Board/Statewide code where the individual was determined eligible to participate in the program and received his/her first service financially assisted by the program. If the individual was served by the local area and also by other non-local funds (e.g. statewide funds or a national emergency grant), record the code for the Local Board  | 00000  | R                  | R  | R  | R  | R  | R  | R         |  |
| <b>Section A.02: Equal Opportunity Information</b> |   |                               |   |  |                    |    |    |  |    |    |           |  |
| 200  | Date of Birth   | DT 8                          | <p>Record the participant's date of birth.</p> <p>Leave blank if this data element does not apply to the person (covered entrants, TAA non participants) and the data is not available.</p>   | YYYYMMDD   | R                  | R  | R  | R  | R  | R  | R         |  |
| 201  | Gender  | IN 1                          | <p>Record 1 if the participant indicates that he is male.<br/>Record 2 if the participant indicate that she is female.<br/>Record 9 if the participant does not self-identify gender.</p> <p>Leave blank if this data element does not apply to the person (covered entrants, TAA non participants) and the data is not available.</p>  | <p>1 = Male<br/>2 = Female<br/>9 = Participant did not self-identify</p> | R                  | R  | R  | R  | R  | R  | R         |  |

| No. | DATA ELEMENT NAME            | DATA TYPE/<br>FIELD LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS   | CODE VALUE   | WIA Funding Stream |    |    |  |    |    |           |
|-----|------------------------------|----------------------------|---|--|--------------------|----|----|--|----|----|-----------|
|     |                              |                            |   |  | WIA Adults         |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth |
|     |                              |                            |   |  | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |
| 202 | Individual with a Disability | IN 1                       | <p>Record 1 if the participant indicates that he/she has any "disability," as defined in Section 3(2)(a) of the Americans with Disabilities Act of 1990 (42 U.S.C. 12102). Under that definition, a "disability" is a physical or mental impairment that substantially limits one or more of the person's major life activities. (For definitions and examples of "physical or mental impairment" and "major life activities," see paragraphs (1) and (2) of the definition of the term "disability" in 29 CFR 37.4, the definition section of the WIA non-discrimination regulations.) If the response is yes, answer data element #203.</p> <p>Record 0 if the participant indicates that he/she does not have a disability that meets the definition.</p> <p>Record 9 if the participant does not wish to disclose his/her disability status.</p> <p>Leave blank if this data element does not apply to the person (covered entrants, TAA non participants) and the data is not available.</p> | <p>1 = Yes<br/>0 = No<br/>9 = Participant did not disclose</p>   | R                  | R  | R  | R  | R  | R  | R         |
| 203 | Category of Disability       | IN 1                       | <p>Record 1 if the impairment is primarily physical, including mobility and sensory impairments.</p> <p>Record 2 if the impairment is primarily mental, including cognitive and learning impairments.</p> <p>Record 3 if the impairment includes both physical and mental impairments.</p> <p>Record 9 if the participant does not wish to disclose his/her type of disability.</p> <p>Additional Reporting Instructions: For definitions and examples of "physical or mental impairment" and "major life activities," see paragraphs (1) and (2) of the definition of the term "disability" in 29 CFR 37.4, the definition section of the WIA non-discrimination regulations).</p> <p>Leave blank if this data element does not apply to the person (covered entrants) and the data is not available.</p>  | <p>1 = Physical Impairment<br/>2 = Mental Impairment<br/>3 = Both Physical and Mental Impairments<br/>9 = Participant did not disclose</p> | R                  | R  | R  | R  | R  | R  | R         |

| No. | DATA ELEMENT NAME                | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE   | WIA Funding Stream |    |    |  |    |    |           |   |
|-----|----------------------------------|-------------------------------|--|--|--------------------|----|----|--|----|----|-----------|---|
|     |                                  |                               |  |  | WIA Adults         |    |    | WIA Dislocated Workers<br>Rapid Response<br>NEGs |    |    | WIA Youth |   |
|     |                                  |                               |  |  | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |   |
| 204 | Ethnicity Hispanic / Latino      | IN 1                          | Record 1 if the participant indicates that he/she is a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture in origin, regardless of race.<br>Record 0 if the participant indicates that he/she does not meet any of these conditions.<br>Record 9 if the participant does not self-identify his/her ethnicity.<br><br>Leave blank if this data element does not apply to the person (covered entrants) and the data is not available.  | 1 = Yes<br>0 = No<br>9 = Participant did not self-identify | R                  | R  | R  | R  | R  | R  | R         | R |
| 205 | American Indian / Alaskan Native | IN 1                          | Record 1 if the participant indicates that he/she is a person having origins in any of the original peoples of North America and South America (including Central America), and who maintains cultural identification through tribal affiliation or community recognition.<br>Record 0 if the participant indicates that he/she does not meet any of these conditions.<br>Record 9 if the participant does not self-identify his/her race.<br><br>Leave blank if this data element does not apply to the person (covered entrants) and the data is not available.  | 1 = Yes<br>0 = No<br>9 = Participant did not self-identify | R                  | R  | R  | R  | R  | R  | R         | R |
| 206 | Asian                            | IN 1                          | Record 1 if the participant indicates that he/she is a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent (e.g., India, Pakistan, Bangladesh, Sri Lanka, Nepal, Sikkim, and Bhutan). This area includes, for example, Cambodia, China, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.<br>Record 0 if the participant indicates that he/she does not meet any of these conditions.<br>Record 9 if the participant does not self-identify his/her race.<br><br>Leave blank if this data element does not apply to the person (covered entrants) and the data is not available. | 1 = Yes<br>0 = No<br>9 = Participant did not self-identify | R                  | R  | R  | R  | R  | R  | R         | R |
| 207 | Black / African American         | IN 1                          | Record 1 if the participant indicates that he/she is a person having origins in any of the black racial groups of Africa.<br>Record 0 if the participant indicates that he/she does not meet any of these conditions.<br>Record 9 if the participant does not self-identify his/her race.<br><br>Leave blank if this data element does not apply to the person (covered entrants) and the data is not available.   | 1 = Yes<br>0 = No<br>9 = Participant did not self-identify | R                  | R  | R  | R  | R  | R  | R         | R |

| No. | DATA ELEMENT NAME                           | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE   | WIA Funding Stream |    |    |   |    |    |              |
|-----|---|-------------------------------|--|--|--------------------|----|----|---|----|----|--------------|
|     |   |                               |  |  | WIA Adults         |    |    | WIA Dislocated<br>Workers<br>Rapid Response<br>NEGs |    |    | WIA<br>Youth |
|     |   |                               |  |  | SI                 | SC | IT | SI  | SC | IT | 14 - 21      |
| 208 | Native Hawaiian / Other<br>Pacific Islander | IN 1                          | Record 1 if the participant indicates that he/she is a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.<br>Record 0 if the participant indicates that he/she does not meet any of these conditions.<br>Record 9 if the participant does not self-identify his/her race.<br><br>Leave blank if this data element does not apply to the person (covered entrants) and the data is not available.   | 1 = Yes<br>0 = No<br>9 = Participant did not self-identify | R                  | R  | R  | R   | R  | R  | R            |
| 209 | White                                       | IN 1                          | Record 1 if the participant indicates that he/she is a person having origins in any of the of the original peoples of Europe, the Middle East, or North Africa.<br>Record 0 if the participant indicates that he/she does not meet any of these conditions.<br>Record 9 if the participant does not self-identify his/her race.<br><br>Leave blank if this data element does not apply to the person (covered entrants) and the data is not available. | 1 = Yes<br>0 = No<br>9 = Participant did not self-identify | R                  | R  | R  | R   | R  | R  | R            |

| No.  | DATA ELEMENT NAME       | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE   | WIA Funding Stream |    |    |  |    |    |           |  |
|--|-------------------------|-------------------------------|--|--|--------------------|----|----|--|----|----|-----------|--|
|  |                         |                               |  |  | WIA Adults         |    |    | WIA Dislocated Workers<br>Rapid Response<br>NEGs |    |    | WIA Youth |  |
|  |                         |                               |  |  | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |  |
| <b>Section A.03: Veteran Characteristics</b> |                         |                               |  |  |                    |    |    |  |    |    |           |  |
| 300  | Veteran Status          | IN 1                          | Record 1 if the participant is a person who served on active duty in the armed forces and who was discharged or released from such service under conditions other than dishonorable.<br>Record 0 if the participant does not meet the condition described above.<br>Record 9 if participant does not disclose veteran status.<br><br>Leave blank if this data element does not apply to the person and the data is not available.  | 1 = Yes<br>0 = No<br>9 = Status not known  | R                  | R  | R  | R  | R  | R  | R         |  |
| 301  | Eligible Veteran Status | IN 1                          | Record 1 if the individual is a person who served in the active U.S. military, naval, or air service for a period of less than or equal to 180 days, and who was discharged or released from such service under conditions other than dishonorable.<br>Record 2 if the participant served on active duty for a period of more than 180 days and was discharged or released with other than a dishonorable discharge; or was discharged or released because of a service connected disability; or as a member of a reserve component under an order to active duty pursuant to section 167(a), (d), or (g), 673 (a) of Title 10, U.S.C., served on active duty during a period of war or in a campaign or expedition for which a campaign badge is authorized and was discharged or released from such duty with other than a dishonorable discharge.<br>Record 3 if the participant is: (a) the spouse of any person who died on active duty or of a serviceconnected disability, (b) the spouse of any member of the Armed Forces serving on active duty who at the time of application for assistance under this part, is listed, pursuant to 38 U.S.C 101 and the regulations issued there under, by the Secretary concerned, in one or more of the following categories and has been so listed for more than 90 days: (i) missing in action; (ii) captured in the line of duty by a hostile force; or (iii) forcibly detained or interned in the line of duty by a foreign government or power; or (c) the spouse of any person who has a total disability permanent in nature resulting from a service connected disability or the spouse of a veteran who died while a disability so evaluated was in existence.<br>Record 0 if the participant does not meet any one of the conditions described above.<br>Leave "blank" if the individual is not a participant, and the data is not available. | 1 = Yes <=180 days.<br>2 = Yes, Eligible Veteran<br>3 = Yes, Other Eligible Person<br>0 = No | R                  | R  | R  | R  | R  | R  | R         |  |

| No. | DATA ELEMENT NAME                                | DATA TYPE/<br>FIELD LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE                                     | WIA Funding Stream |                  |                  |  |                  |                  |                  |                  |
|-----|--|----------------------------|--|--|--------------------|------------------|------------------|--|------------------|------------------|------------------|------------------|
|     |  |                            |  |  | WIA Adults         |                  |                  | WIA Dislocated Workers Rapid Response NEGs |                  |                  | WIA Youth        |                  |
|     |  |                            |  |  | SI                 | SC               | IT               | SI   | SC               | IT               | 14 - 21          |                  |
| 302 | Campaign Veteran                                 | IN 1                       | Record 1 if the participant is an eligible veteran (i.e., coding value 2 in Element #301) who served on active duty in the U.S. armed forces during a war or in a campaign or expedition for which a campaign badge or expeditionary medal has been authorized as identified and listed by the Office of Personnel Management (OPM). A current listing of the campaigns can be found at OPM's website <a href="http://www.opm.gov/veterans/html/vgmedal2.asp">http://www.opm.gov/veterans/html/vgmedal2.asp</a> .<br>Record 0 if the participant does not meet the condition described above.<br><br>Leave blank if this data element does not apply to the person.  | 1 = Yes<br>0 = No                              | R <sup>VET</sup>   | R <sup>VET</sup> | R <sup>VET</sup> | R <sup>VET</sup>                           | R <sup>VET</sup> | R <sup>VET</sup> | R <sup>VET</sup> | R <sup>VET</sup> |
| 303 | Disabled Veteran                                 | IN 1                       | Record 1 if the participant is a veteran who served on active duty in the U.S. armed forces and who is entitled to compensation regardless of rating (including those rated at 0%); or who but for the receipt of military retirement pay would be entitled to compensation, under laws administered by the Department of Veterans Affairs (DVA); or was discharged or released from activity duty because of a service-connected disability.<br>Record 2 if the participant is a veteran who served on active duty in the U.S. armed forces and who is entitled to compensation (or who, but for the receipt of military retirement pay would be entitled to compensation) under laws administered by the DVA for a disability, (i) rated at 30 percent or more or, (ii) rated at 10 or 20 percent in the case of a veteran who has been determined by DVA to have a serious employment handicap.<br>Record 0 if the participant does not meet any one of the conditions described above.<br><br>Leave blank if this data element does not apply to the person. | 1 = Yes<br>2 = Yes, special disabled<br>0 = No | R <sup>VET</sup>   | R <sup>VET</sup> | R <sup>VET</sup> | R <sup>VET</sup>                           | R <sup>VET</sup> | R <sup>VET</sup> | R <sup>VET</sup> | R <sup>VET</sup> |
| 304 | Date of Actual Military Separation               | DT 8                       | Record the date on which the participant separated from active duty with the U.S. armed forces.<br><br>Leave blank if this data element does not apply to the person.  | YYYYMMDD                                       | R <sup>VET</sup>   | R <sup>VET</sup> | R <sup>VET</sup> | R <sup>VET</sup>                           | R <sup>VET</sup> | R <sup>VET</sup> | R <sup>VET</sup> | R <sup>VET</sup> |
| 305 | Transitioning Service Member                     | IN 1                       | Record 1 if the participant is a person who is on active military duty status (including separation leave) with the U.S. armed forces and within 24 months of retirement or 12 months of separation from the armed forces.<br>Record 0 if the participant does not meet the condition described above.<br><br>Leave blank if this data element does not apply to the person (covered entrants) and the data is not available.  | 1 = Yes<br>0 = No                              | R                  | R                | R                | R  | R                | R                | R                | R                |
| 306 | Covered Person Entry Date                        | DT 8                       | Record the date on which the Covered Person first made contact with the workforce system, either at a physical location or through an electronic resource.   | YYYYMMDD                                       | R                  | R                | R                | R  | R                | R                | R                | R                |
| 307 | Date 45 Days Following Covered Person Entry Date | DT 8                       | Record the date that falls 45 days following the Covered Person Entry Date.  | YYYYMMDD                                       | R                  | R                | R                | R  | R                | R                | R                | R                |

| No. | DATA ELEMENT NAME             | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE        | WIA Funding Stream |                  |                  |  |                  |                  |                  |                  |
|-----|-------------------------------|-------------------------------|--|-------------------|--------------------|------------------|------------------|--|------------------|------------------|------------------|------------------|
|     |                               |                               |  |                   | WIA Adults         |                  |                  | WIA Dislocated Workers<br>Rapid Response<br>NEGs |                  |                  | WIA Youth        |                  |
|     |                               |                               |  |                   | SI                 | SC               | IT               | SI   | SC               | IT               | 14 - 21          |                  |
| 308 | TAP Workshop in 3 Prior Years | IN 1                          | Record 1 if the Veteran or TSM attended a TAP Workshop in 3 year period prior to Date of Participation.  | 1 = Yes<br>0 = No | R                  | R                | R                | R  | R                | R                | R                | R                |
| 309 | Post 9/11 Veteran             | IN 1                          | The term "Post 9/11 Era veteran" means a person who served for at least one day on or after September 11, 2001 in the active military, naval, or air service, and who was discharged or released therefrom under conditions other than dishonorable.<br>Record 1 if Eligible Veteran Status = (1 or 2) and Date of Actual Military Separation was >=9/1/2001.<br>Record 0 if Eligible Veteran Status = (1 or 2) and Date of Actual Military Separation was <9/1/2001.<br>Leave blank if the individual is not a veteran. | 1 = Yes<br>0 = No |                    | R <sup>VET</sup> | R <sup>VET</sup> |  | R <sup>VET</sup> | R <sup>VET</sup> | R <sup>VET</sup> | R <sup>VET</sup> |

| No.   | DATA ELEMENT NAME                  | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS   | CODE VALUE  | WIA Funding Stream |    |    |  |    |    |           |  |
|---|------------------------------------|-------------------------------|---|---|--------------------|----|----|--|----|----|-----------|--|
|   |                                    |                               |   |   | WIA Adults         |    |    | WIA Dislocated Workers<br>Rapid Response<br>NEGs |    |    | WIA Youth |  |
|   |                                    |                               |   |   | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |  |
| <b>Section A.04: Employment and Education Information</b> |                                    |                               |   |   |                    |    |    |  |    |    |           |  |
| 400   | Employment Status at Participation | IN 1                          | Record 1 if the participant is a person who either (a) did any work at all as a paid employee, (b) did any work at all in his or her own business, profession, or farm, (c) worked as an unpaid worker in an enterprise operated by a member of the family, or (d) is one who was not working, but has a job or business from which he or she was temporarily absent because of illness, bad weather, vacation, labor-management dispute, or personal reasons, whether or not paid by the employer for time-off, and whether or not seeking another job. Record 2 if the participant is a person who, although employed, either (a) has received a notice of termination of employment or the employer has issued a Worker Adjustment and Retraining Notification (WARN) or other notice that the facility or enterprise will close, or (b) is a transitioning service member. Record 0 if the participant does not meet any one of the conditions described above. Leave blank if this data element does not apply to the person (covered entrants) and the data is not available. | 1 = Employed<br>2 = Employed, but Received Notice of Termination of Employment or Military Separation<br>0 = Not Employed | R                  | R  | R  | R  | R  | R  | R         |  |
| 401   | UC Eligible Status                 | IN 1                          | Record 1 if the participant is a person who (a) filed a claim and has been determined monetarily eligible for benefit payments under one or more State or Federal Unemployment Compensation (UC) programs and whose benefit year or compensation, by reason of an extended duration period, has not ended and who has not exhausted his/her benefit rights, and (b) was referred to service through the state's Worker Profiling and Reemployment Services (WPRS) system. Record 2 if the participant is a person who meets condition (a) described above, but was not referred to service through the state's WPRS system. Record 3 if the participant has exhausted all UC benefit rights for which he/she has been determined monetarily eligible, including extended supplemental benefit rights. Record 0 if the participant was neither a UC Claimant nor an Exhaustee. Leave blank if this data element does not apply to the individual. Leave blank if this data element does not apply to the person (covered entrants) and the data is not available.                    | 1 = Claimant Referred by WPRS<br>2 = Claimant Not Referred by WPRS<br>3 = Exhaustee<br>0 = Neither Claimant nor Exhaustee |                    | R  | R  |  | R  | R  | R         |  |

| No. | DATA ELEMENT NAME   | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS   | CODE VALUE | WIA Funding Stream |    |    |   |    |    |                 |  |
|-----|---|-------------------------------|---|------------|--------------------|----|----|---|----|----|-----------------|--|
|     |   |                               |   |            | WIA Adults         |    |    | WIA Dislocated<br>Workers<br>Rapid Response<br>NEGs |    |    | WIA<br>Youth    |  |
|     |   |                               |   |            | SI                 | SC | IT | SI  | SC | IT | 14 - 21         |  |
| 402 | Occupational Code of Most Recent Employment Prior to Participation (if available) | IN 8                          | Record the 8-digit occupational code that best describes the participant's employment using the O*Net Version 4.0 (or later versions) classification system. This information is based on the most recent job held before participating in the program.<br>Leave blank if occupational code is not available or not known, or the data element does not apply.<br><br>Additional Notes: This information must be based on the most recent job held prior to participating in the program and only applies to adults, dislocated workers and older youth. If all 8 digits of the occupational skills code are not collected, record as many digits as are available. If the individual had multiple jobs, use the job where the individual had the highest gross wage. | 00000000   | O                  | R  | R  | O   | R  | R  | R <sup>OY</sup> |  |
| 403 | Industry Code of Employment 1st Qtr Prior to Participation                        | IN 6                          | Record the 4 to 6-digit industry code that best describes the individual's employment using the North American Industrial Classification System (NAICS). If more than one NAICS is reported, then the NAICS associated with the highest gross wage should be reported.<br><br>Enter 999999 if 'Wages 1st Quarter Prior to Participation Quarter exist and NAICS Code is not known. Leave blank if this data element does not apply to the person  | 000000     | O                  | R  | R  | O   | R  | R  | R               |  |
| 404 | Industry Code of Employment 2nd Qtr Prior to Participation                        | IN 6                          | Record the 4 to 6-digit industry code that best describes the individual's employment using the North American Industrial Classification System (NAICS). If more than one NAICS is reported, then the NAICS associated with the highest gross wage should be reported.<br><br>Enter 999999 if 'Wages 2nd Quarter Prior to Participation Quarter exist and NAICS Code is not known. Leave blank if this data element does not apply to the person.   | 000000     | O                  | R  | R  | O   | R  | R  | R               |  |
| 405 | Industry Code of Employment 3rd Qtr Prior to Participation                        | IN 6                          | Record the 4 to 6-digit industry code that best describes the individual's employment using the North American Industrial Classification System (NAICS). If more than one NAICS is reported, then the NAICS associated with the highest gross wage should be reported.<br><br>Enter 999999 if 'Wages 3rd Quarter Prior to Participation Quarter exist and NAICS Code is not known. Leave blank if this data element does not apply to the person  | 000000     | O                  | R  | R  | O   | R  | R  | R               |  |

| No. | DATA ELEMENT NAME              | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE   | WIA Funding Stream |    |    |  |    |    |           |
|-----|--------------------------------|-------------------------------|--|--|--------------------|----|----|--|----|----|-----------|
|     |                                |                               |  |  | WIA Adults         |    |    | WIA Dislocated Workers<br>Rapid Response<br>NEGs |    |    | WIA Youth |
|     |                                |                               |  |  | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |
| 410 | Highest School Grade Completed | IN 2                          | <p>Use the appropriate code to record the highest school grade completed by the participant.</p> <p>Record 87 if the participant attained a high school diploma.<br/> Record 88 if the participant attained a GED or equivalent.<br/> Record 89 if the participant with a disability receives a certificate of attendance/completion as a result of successfully completing an Individual Education Plan (IEP).<br/> Record 90 if the participant attained other post-secondary degree or certification.<br/> Record 91 if the participant attained an associates diploma or degree (AA/AS)</p> <p>Record 00 if no school grades completed.<br/> Leave blank if this data element does not apply to the individual.<br/> Leave blank if this data element does not apply to the person (covered entrants).</p> | <p>1 - 12 = Number of elementary/secondary school grades completed<br/> 13 - 15 = Number of college, or full-time technical or vocational school years completed<br/> 16 = Bachelor's degree or equivalent<br/> 17 = Education beyond the Bachelor's degree<br/> 87 = Attained High School Diploma<br/> 88 = Attained GED or Equivalent<br/> 89 = Attained Certificate of Attendance/Completion<br/> 90 = Attained Other Post-Secondary Degree or Certification<br/> 91 = Attained Associates Diploma or Degree<br/> 00 = No school grades completed</p> | R                  | R  | R  | R  | R  | R  | R         |

| No.  | DATA ELEMENT NAME              | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS   | CODE VALUE   | WIA Funding Stream |                 |                 |  |                 |                 |                 |
|--|--------------------------------|-------------------------------|---|--|--------------------|-----------------|-----------------|--|-----------------|-----------------|-----------------|
|  |                                |                               |   |  | WIA Adults         |                 |                 | WIA Dislocated Workers<br>Rapid Response<br>NEGs |                 |                 | WIA Youth       |
|  |                                |                               |   |  | SI                 | SC              | IT              | SI   | SC              | IT              | 14 - 21         |
| 411  | School Status at Participation | IN 1                          | <p>Record 1 if the participant has not received a secondary school diploma or its recognized equivalent and is attending any secondary school (including elementary, intermediate, junior high school, whether full or part-time), or is between school terms and intends to return to school.</p> <p>Record 2 if the participant has not received a secondary school diploma or its recognized equivalent and is attending an alternative high school or an alternative course of study approved by the local educational agency whether full or part-time.</p> <p>Record 3 if the participant has received a secondary school diploma or its recognized equivalent and is attending a post-secondary school or program (whether full or part-time), or is between school terms and intends to return to school.</p> <p>Record 4 if the participant is no longer attending any school and has not received a secondary school diploma or its recognized equivalent.</p> <p>Record 5 if the participant is not attending any school and has either graduated from high school or holds a GED.</p> <p>Leave blank if this data element does not apply to the individual.</p> | <p>1 = In-school, H.S. or less</p> <p>2 = In-school, Alternative School</p> <p>3 = In-school, Post-H.S.</p> <p>4 = Not attending school or H.S. Dropout</p> <p>5 = Not attending school; H.S. graduate</p> | R                  | R               | R               | R  | R               | R               | R               |
| <b>Section A.05: Migrant and Seasonal Farmworker Characteristics</b> |                                |                               |   |  |                    |                 |                 |  |                 |                 |                 |
| 500  | Farmworker Status              | IN 1                          | <p>Record 1 if the participant is a person who, during the last 12 months, received at least 50 percent of his or her total earned income from qualifying farmwork, worked at least an aggregate of 25 or more days or parts of days in qualifying farm work, and was not employed in farmwork year round by the same employer.</p> <p>Record 2 if the participant is a person who had to travel to a job site that is far enough away from his or her permanent residence that they cannot return to their residence within the same day. Full-time students traveling in organized groups, rather than with their families, are excluded.</p> <p>Record 3 if the participant meets both conditions above.</p> <p>Record 0 if the participant does not meet any one of the conditions described above.</p> <p>Leave blank if this data element does not apply to the individual.</p> <p>Leave blank if this data element does not apply to the person (covered entrants, TAA non participants).</p>  | <p>1 = Farmworker</p> <p>2 = Migrant</p> <p>3 = Migrant Farmworker</p> <p>0 = No</p>   |                    | R               | R               |  | R               | R               | R               |
| 501  | Type of Qualifying Farmwork    | IN 1                          | <p>Record 1 if the participant was primarily employed in agricultural labor as classified by the North American Industrial Classification System (NAICS) for agricultural production and services establishments.</p> <p>Record 2 if the participant was primarily employed in food processing work as classified in the NAICS definitions 3116, 311421, 311941, and 311411 for food processing establishments.</p> <p>Leave blank if this data element does not apply to the individual.</p> <p>Leave blank if this data element does not apply to the person (covered entrants, TAA non participants).</p>  | <p>1 = Agricultural Production and Services</p> <p>2 = Food Processing Establishments</p>  |                    | R <sup>FW</sup> | R <sup>FW</sup> |  | R <sup>FW</sup> | R <sup>FW</sup> | R <sup>FW</sup> |
| <b>Section A.06: Public Assistance Information</b>                   |                                |                               |   |  |                    |                 |                 |  |                 |                 |                 |

| No. | DATA ELEMENT NAME                             | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE        | WIA Funding Stream |    |    |  |    |    |           |   |
|-----|---|-------------------------------|--|-------------------|--------------------|----|----|--|----|----|-----------|---|
|     |   |                               |  |                   | WIA Adults         |    |    | WIA Dislocated Workers<br>Rapid Response<br>NEGs |    |    | WIA Youth |   |
|     |   |                               |  |                   | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |   |
| 600 | Temporary Assistance to Needy Families (TANF) | IN 1                          | Record 1 if the participant is a person who is listed on the welfare grant or has received cash assistance or other support services from the TANF agency in the last six months prior to participation in the program.<br>Record 0 if the participant does not meet the condition described above.<br>Leave blank if this data element does not apply to the individual.<br>Leave blank if this data element does not apply to the person (covered entrants). | 1 = Yes<br>0 = No |                    |    | R  |  |    |    |           | R |

| No. | DATA ELEMENT NAME  | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS   | CODE VALUE                                | WIA Funding Stream |    |    |  |    |    |           |   |
|-----|--|-------------------------------|---|---|--------------------|----|----|--|----|----|-----------|---|
|     |  |                               |   |   | WIA Adults         |    |    | WIA Dislocated Workers<br>Rapid Response<br>NEGs |    |    | WIA Youth |   |
|     |  |                               |   |   | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |   |
| 601 | Supplemental Security Income (SSI) / Social Security Disability Insurance (SSDI) | IN 1                          | Record 1 if the individual is a person who is receiving or has received SSI under Title XVI of the Social Security Act in the last six months prior to participation in the program.<br>Record 2 if the individual is a person who is receiving or has received SSDI benefit payments under Title XIX of the Social Security Act in the last six months prior to participation in the program.<br>Record 3 if the individual is receiving or has received both SSI and SSDI in the last six months prior to participation in the program.<br>Record 0 if the individual does not meet any of the conditions described above.<br>Leave blank if this data element does not apply to the person (covered entrants). | 1 = SSI<br>2 = SSDI<br>3 = Both<br>0 = No |                    | R  | R  |  | R  | R  |           | R |
| 602 | Other Public Assistance Recipient  | IN 1                          | Record 1 if the participant is a person who is receiving or has received cash assistance or other support services from one of the following sources in the last six months prior to participation in the program: General Assistance (GA) (State/local government), Refugee Cash Assistance (RCA), or Food Stamp Assistance. Do not include foster child payments.<br>Record 0 if the participant does not meet the above criteria.<br>Leave blank if this data element does not apply to the individual.<br>Leave blank if this data element does not apply to the person (covered entrants).   | 1 = Yes<br>0 = No                         |                    |    | R  |  |    |    |           | R |

| No.  | DATA ELEMENT NAME                        | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS   | CODE VALUE        | WIA Funding Stream |    |    |  |    |    |           |  |  |
|--|--|-------------------------------|---|-------------------|--------------------|----|----|--|----|----|-----------|--|--|
|  |  |                               |   |                   | WIA Adults         |    |    | WIA Dislocated Workers<br>Rapid Response<br>NEGs |    |    | WIA Youth |  |  |
|  |  |                               |   |                   | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |  |  |
| <b>Section A.07: Additional Reportable Characteristics</b> |  |                               |   |                   |                    |    |    |  |    |    |           |  |  |
| 700  | Homeless Individual and/or runaway youth | IN 1                          | Record 1 if the participant is a person who lacks a fixed, regular, adequate night time residence. This definition includes any individual who has a primary night time residence that is a publicly or privately operated shelter for temporary accommodation; an institution providing temporary residence for individuals intended to be institutionalized; or a public or private place not designated for or ordinarily used as a regular sleeping accommodation for human beings; or a person under 18 years of age who absents himself or herself from home or place of legal residence without the permission of his or her family (i.e., runaway youth). This definition does not include an individual imprisoned or detained under an Act of Congress or State law. An individual who may be sleeping in a temporary accommodation while away from home should not, as a result of that alone, be recorded as homeless.<br>Record 0 if the participant does not meet the conditions described above.<br>Leave blank if this data element does not apply to the individual. | 1 = Yes<br>0 = No |                    |    | R  |  |    |    | R         |  |  |
| 701  | Offender                                 | IN 1                          | Record 1 if the participant is a person who either (a) is or has been subject to any stage of the criminal justice process for committing a status offense or delinquent act, or (b) requires assistance in overcoming barriers to employment resulting from a record of arrest or conviction for committing delinquent acts, such as crimes against persons, crimes against property, status offenses, or other crimes.<br>Record 0 if the participant does not meet any one of the conditions described above.<br>Leave blank if this data element does not apply to the individual.  | 1 = Yes<br>0 = No |                    |    | R  |  |    |    | R         |  |  |

| No. | DATA ELEMENT NAME                    | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS   | CODE VALUE        | WIA Funding Stream |    |    |  |    |    |           |  |
|-----|--------------------------------------|-------------------------------|---|-------------------|--------------------|----|----|--|----|----|-----------|--|
|     |                                      |                               |   |                   | WIA Adults         |    |    | WIA Dislocated Workers<br>Rapid Response<br>NEGs |    |    | WIA Youth |  |
|     |                                      |                               |   |                   | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |  |
| 702 | Low Income                           | IN 1                          | Record 1 if the participant is a person who:<br>(A) receives, or is a members of a family which receives, cash payments under a federal, state or local income-based public assistance program, or<br>(B) received an income, or is a member of a family that received a total family income, for the six-month period prior to program participation (exclusive of unemployment compensation, child support payments, payments described in subparagraph A and old-age and survivors insurance benefits received under section 202 of the Social Security Act (42 U.S.C 402)) that, in relation to family size does not exceed the higher of (i) the poverty line, for an equivalent period, or (ii) 70 percent of the lower living standard income level, for an equivalent period; or<br>(C) is a member of a household that receives (or has been determined within the 6-month period prior to program participation) Food Stamps under the Food Stamp Act of 1977 (7 U.S.C. 2011 et seq.); or<br>(D) qualifies as a homeless individual, as defined in subsections (a) and (c) of section 103 of the Stewart B. McKinney Homeless Assistance Act (42 U.S.C. 11302); or<br>(E) is a foster child on behalf of whom State or local government payments are made; or<br>(F) is a person with a disability whose own income meets the income criteria established in WIA section 101(25)(A) or (B), but is a member of a family whose income does not meet the established criteria.<br>Record 0 if the participant does not meet the criteria presented above.<br>Leave blank if this data element does not apply to the individual. | 1 = Yes<br>0 = No |                    | R  | R  |  | R  | R  | R         |  |
| 703 | Limited English Language Proficiency | IN 1                          | Record 1 if the participant is a person who has limited ability in speaking, reading, writing or understanding the English language and (a) whose native language is a language other than English, or (b) who lives in a family or community environment where a language other than English is the dominant language.<br>Record 0 if the participant does not meet the conditions described above.<br>Leave blank if this data element does not apply to the individual.  | 1 = Yes<br>0 = No |                    | R  | R  |  | R  | R  | R         |  |
| 704 | Single Parent                        | IN 1                          | Record 1 if the participant is single, separated, divorced or a widowed individual who has primary responsibility for one or more dependent children under age 18.<br>Record 0 if the participant does not meet the condition described above.<br>Leave blank if this data element does not apply to the individual.  | 1 = Yes<br>0 = No |                    |    | R  |  |    | R  | R         |  |
| 705 | Displaced Homemaker                  | IN 1                          | Record 1 if the participant is a person who has been providing unpaid services to family members in the home and has been dependent on the income of another family member but is no longer supported by that income and is unemployed or underemployed and is experiencing difficulty in obtaining or upgrading employment.<br>Record 0 if the participant does not meet the conditions described above.<br>Leave blank if this data element does not apply to the individual.   | 1 = Yes<br>0 = No |                    |    |    |  | R  | R  |           |  |

| No.   | DATA ELEMENT NAME           | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS   | CODE VALUE        | WIA Funding Stream |    |    |  |    |    |           |  |  |   |
|---|-----------------------------|-------------------------------|---|-------------------|--------------------|----|----|--|----|----|-----------|--|--|---|
|   |                             |                               |   |                   | WIA Adults         |    |    | WIA Dislocated Workers<br>Rapid Response<br>NEGs |    |    | WIA Youth |  |  |   |
|   |                             |                               |   |                   | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |  |  |   |
| 706   | Date of Actual Dislocation  | DT 8                          | Record the participant's date of actual dislocation from employment. This date is the last day of employment at the dislocation job.<br>Leave blank if there is no dislocation job (e.g., displaced homemaker) or this data element does not apply to the individual.   | YYYYMMDD          |                    |    |    |  | R  | R  |           |  |  |   |
| <b>Section A.08: Additional Youth Characteristics</b> |                             |                               |   |                   |                    |    |    |  |    |    |           |  |  |   |
| 800   | Pregnant or Parenting Youth | IN 1                          | Record 1 if the participant is a person who is either under 22 years of age and who is pregnant, or an individual (male or female) who is providing custodial care for one or more dependents under age 18.<br>Record 0 if the participant does not meet the conditions described above.<br>Leave blank if data element does not apply to the individual. | 1 = Yes<br>0 = No |                    |    |    |  |    |    |           |  |  | R |

| No.  | DATA ELEMENT NAME  | DATA TYPE/<br>FIELD LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE                       | WIA Funding Stream |    |    |  |    |    |           |   |   |
|--|--|----------------------------|--|----------------------------------|--------------------|----|----|--|----|----|-----------|---|---|
|  |  |                            |  |                                  | WIA Adults         |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth |   |   |
|  |  |                            |  |                                  | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |   |   |
| 801  | Youth Who Needs Additional Assistance                                      | IN 1                       | Record 1 if the participant is a person who is between the ages of 14 and 21, and requires additional assistance to complete an educational program, or to secure and hold employment as defined by State or local policy. If the State Board defines a policy, the policy must be included in the State Plan. Record 0 if the participant does not meet the conditions described above. Leave blank if this data element does not apply to the individual.  | 1 = Yes<br>0 = No                |                    |    |    |  |    |    |           |   | R |
| 802  | Basic Literacy Skills Deficiency   | IN 1                       | Record 1 if the participant is a person who computes or solves problems, reads, writes, or speaks English at or below the 8th grade level or is unable to compute or solve problems, read, write, or speak English at a level necessary to function on the job, in the individual's family, or in society. In addition, states and grantees have the option of establishing their own definition, which must include the above language. In cases where states or grantees establish such a definition, that definition will be used for basic literacy skills determination. Record 0 if the participant does not meet the conditions described above. Leave blank if this data element does not apply to the individual. | 1 = Yes<br>0 = No                |                    |    |    |  |    |    |           |   | R |
| 803  | Foster Care Youth  | IN 1                       | Record 1 if the participant is a person who is currently in foster care or has been in the foster care system at any point during his/her lifetime. Record 0 if the participant does not meet the conditions described above. Leave blank if this data element does not apply to the individual.   | 1 = Yes<br>0 = No                |                    |    |    |  |    |    |           |   | R |
| <b>SECTION B - AMERICAN JOB CENTER PROGRAM PARTICIPATION INFORMATION</b> |  |                            |  |                                  |                    |    |    |  |    |    |           |   |   |
| 900  | Date of Participation/Date of First Case Management & Reemployment Service | DT 8                       | Record the date on which the individual begins receiving his/her first service funded by a program following a determination of eligibility to participate in the program (eligibility determination not required for Wagner Peyser). If the participant receives services from multiple programs, grantees should use the earliest date of service as the "date of participation."  | YYYYMMDD                         | R                  | R  | R  | R  | R  | R  | R         | R | R |
| 901  | Date of Exit   | DT 8                       | Record the date on which the last service funded by the program or a partner program is received by the participant. Once a participant has not received any services funded by the program or a partner program for 90 consecutive calendar days and has no gap in service and is not scheduled for future services, the date of exit is applied retroactively to the last day on which the individual received a service funded by the program or a partner program.   | YYYYMMDD                         | R                  | R  | R  | R  | R  | R  | R         | R | R |
| 905  | Adult (local formula)  | IN 1                       | Record 1 if the participant received services financially assisted under WIA section 133(b)(2)(A). Record 0 if the participant did not receive services under the condition described above. Record 9 if grantee is unable to track enrollment in the program. Leave blank if this data element does not apply to the individual.  | 1 = Yes<br>0 = No<br>9 = Unknown | R                  | R  | R  |  |    |    |           |   |   |

| No. | DATA ELEMENT NAME                            | DATA TYPE/<br>FIELD LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE   | WIA Funding Stream |    |    |  |    |    |           |  |
|-----|--|----------------------------|--|--|--------------------|----|----|--|----|----|-----------|--|
|     |  |                            |  |  | WIA Adults         |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth |  |
|     |  |                            |  |  | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |  |
| 906 | Dislocated Worker (local formula)            | IN 1                       | Record 1 if the participant received services financially assisted under WIA section 133(b)(2)(B).<br>Record 0 if the participant did not receive services under the condition described above.<br>Record 9 if grantee is unable to track enrollment in the program.<br>Leave blank if this data element does not apply to the individual.   | 1 = Yes<br>0 = No<br>9 = Unknown   |                    |    |    | R  | R  | R  |           |  |
| 907 | Date of First WIA Youth Service              | DT 8                       | Record the date on which the individual began receiving his/her first service funded by the WIA Youth program following a determination of eligibility to participate in the program.<br>Leave blank if the participant did not receive WIA Youth services.  | YYYYMMDD   |                    |    |    |  |    |    | R         |  |
| 908 | Youth (Statewide 15% Activities)             | IN 1                       | Record 1 if the participant received services financially assisted by Statewide 15% funds.<br>Record 2 if the participant received services financially assisted by both Statewide 15% funds and local youth formula funds.<br>Record 0 if the participant did not receive any services financially assisted by Statewide 15% funds.<br>Record 9 if grantee is unable to track enrollment in the program.<br>Leave blank if this data element does not apply to the individual.  | 1 = Yes, Statewide 15% only<br>2 = Yes, Both Statewide 15% and Local Formula<br>0 = No, Did Not Receive Statewide 15% funded services<br>9 = Unknown |                    |    |    |  |    |    | R         |  |
| 909 | Dislocated Worker (Statewide 15% Activities) | IN 1                       | Record 1 if the participant received services financially assisted under WIA section 134(a)<br>Record 0 if the participant did not receive services under the condition described above, or received services by a local area with statewide funds passed down from the state to the local area.<br>Record 9 if grantee is unable to track enrollment in the program.<br>Leave blank if this data element does not apply to the individual.  | 1 = Yes<br>0 = No<br>9 = Unknown   |                    |    |    | R  | R  | R  |           |  |
| 910 | Adult (Statewide 15% Activities)             | IN 1                       | Record 1 if the participant received services financially assisted under WIA section 134(a).<br>Record 0 if the participant did not receive services under the condition described above, or received services by a local area with statewide funds passed down from the state to the local area.<br>Record 9 if grantee is unable to track enrollment in the program.<br>Leave blank if this data element does not apply to the individual.   | 1 = Yes<br>0 = No<br>9 = Unknown   | R                  | R  | R  |  |    |    |           |  |
| 911 | Incumbent Worker (Statewide 15% Activities)  | IN 1                       | Record 1 if the participant received Incumbent Worker services financially assisted under WIA section 134(a)(3)((A)(iv)(I))<br>Record 2 if the participant received Incumbent Worker services financially assisted by Local Formula funds under a waiver.<br>Record 3 if the participant received Incumbent Worker services financially assisted under both WIA section 134(a)(3)((A)(iv)(I)) and Local Formula funds under a waiver<br>Record 0 if the participant did not receive services under the condition described above, or received services by a local area with statewide funds passed down from the state to the local area.<br>□ | 1 = Statewide 15% only<br>2 = Local Formula only (waiver)<br>3 = Both 15% and Local Formula<br>0 = No  |                    | R  | R  |  | R  | R  | R         |  |

| No. | DATA ELEMENT NAME                      | DATA TYPE/<br>FIELD LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE                       | WIA Funding Stream |    |    |  |    |    |           |  |
|-----|--|----------------------------|--|----------------------------------|--------------------|----|----|--|----|----|-----------|--|
|     |  |                            |  |                                  | WIA Adults         |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth |  |
|     |  |                            |  |                                  | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |  |
| 921 | Rapid Response                         | IN 1                       | Record 1 if the individual participated in rapid response activities authorized at WIA section 134(a)(2)(A)(i).<br>Record 0 if the participant did not receive services under the condition described above.<br>Record 9 if grantee is unable to track enrollment in the program.<br>Leave blank if this data element does not apply to the individual.  | 1 = Yes<br>0 = No<br>9 = Unknown |                    |    |    | R  | R  | R  |           |  |
| 922 | Rapid Response (Additional Assistance) | IN 1                       | Record 1 if the individual participated in a program financially assisted by WIA section 134(a)(2)(A)(ii).<br>Record 0 if the participant did not participate in a program or otherwise receive services under the condition described above, or received services by a local area with statewide funds passed down from the state to the local area.<br>Record 9 if grantee is unable to track enrollment in the program.<br>Leave blank if this data element does not apply to the individual. | 1 = Yes<br>0 = No<br>9 = Unknown |                    |    |    | R  | R  | R  |           |  |
| 923 | NEG Project ID                         | AN 4                       | Record the first Project I.D. Number where the participant received services financially assisted under a National Emergency Grant (NEG). (For example, Utah projects may be numbered UT-02, so the WISRD entry would be UT02) - WIA title ID, section 173.<br>Record 0000 if the participant did not receive any services funded by a NEG.<br>Leave blank if this data element does not apply to the individual.  | XXXX                             |                    |    |    | R  | R  | R  |           |  |
| 924 | Second NEG Project ID                  | AN 4                       | Record the second Project I.D. Number where the participant received services financially assisted under a NEG. If the individual received services financially assisted by more than two NEGs, record only the first two Project I.D. Numbers.<br>Record 0000 if the participant did not receive any services funded by a NEG.<br>Leave blank if this data element does not apply to the individual.  | XXXX                             |                    |    |    | R  | R  | R  |           |  |
| 925 | Special ETA Project ID                 | AN 4                       | Record the special ETA-assigned project ID number where the participant received services funded under a special project.  | XXXX                             | R                  | R  | R  | R  | R  | R  | R         |  |

| No. | DATA ELEMENT NAME           | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE   | WIA Funding Stream |    |    |   |    |    |              |
|-----|-----------------------------|-------------------------------|--|--------------|--------------------|----|----|---|----|----|--------------|
|     |                             |                               |  |              | WIA Adults         |    |    | WIA Dislocated<br>Workers<br>Rapid Response<br>NEGs |    |    | WIA<br>Youth |
|     |                             |                               |  |              | SI                 | SC | IT | SI  | SC | IT | 14 - 21      |
| 926 | Rapid Response Event Number | AN 12                         | <p><b>LEAVE ELEMENT BLANK PENDING FURTHER INSTRUCTION FROM ETA.</b> Record the 12-digit unique number of the event through which rapid response services were provided to the participant. This unique identification number is the same one provided to the state or local area through the USDOL Rapid Response Information Network. For example, a Maryland rapid response event will be numbered as RR-MD-2006-0001, where the last 4-digits are incremented as each new rapid response event is entered during that calendar year (so the WISRD entry would be RRMD20060001). If the individual received services through more than one rapid response event within the same period of participation, then the last (or most recent) rapid response event number should be recorded.</p> <p>Record 0 if the rapid response event number is not known.</p> <p>Leave blank if this data element does not apply to the individual.</p> | XXXXXXXXXXXX |                    |    |    | R   | R  | R  |              |

| No. | DATA ELEMENT NAME                   | DATA TYPE/<br>FIELD LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS   | CODE VALUE   | WIA Funding Stream |    |    |  |    |    |                 |  |
|-----|-------------------------------------|----------------------------|---|--|--------------------|----|----|--|----|----|-----------------|--|
|     |                                     |                            |   |  | WIA Adults         |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth       |  |
|     |                                     |                            |   |  | SI                 | SC | IT | SI   | SC | IT | 14 - 21         |  |
| 936 | Adult Education                     | IN 1                       | Record 1 if the participant received services financially assisted under WIA Title II.<br>Record 0 if the participant did not receive any services under the condition described above.<br>Record 9 if grantee is unable to track enrollment in the program.  | 1 = Yes<br>0 = No<br>9 = Unknown   | O                  | O  | O  | O  | O  | O  | O               |  |
| 937 | Job Corps                           | IN 1                       | Record 1 if the participant received services financially assisted under WIA Title I-C.<br>Record 0 if the participant did not receive any services under the condition described above.<br>Record 9 if grantee is unable to track enrollment in the program.   | 1 = Yes<br>0 = No<br>9 = Unknown   | R                  | R  | R  | R  | R  | R  | R               |  |
| 938 | National Farmworker Jobs Program    | IN 1                       | Record 1 if the participant received services financially assisted under WIA Title I-D, Section 167.<br>Record 0 if the participant did not receive any services under the condition described above.<br>Record 9 if grantee is unable to track enrollment in the program.  | 1 = Yes<br>0 = No<br>9 = Unknown   | R                  | R  | R  | R  | R  | R  | R               |  |
| 939 | Indian and Native American Programs | IN 1                       | Record 1 if the participant received services financially assisted under WIA Title I-D, Section 166.<br>Record 0 if the participant did not receive any services under the condition described above.<br>Record 9 if grantee is unable to track enrollment in the program.  | 1 = Yes<br>0 = No<br>9 = Unknown   | R                  | R  | R  | R  | R  | R  | R               |  |
| 940 | Veterans' Programs                  | IN 1                       | Record 1 if the participant received services financially assisted by both the Local Veterans Employment Representative (LVER) Program and Disabled Veterans Outreach Program (DVOP).<br>Record 2 if the participant only received services financially assisted by the LVER program.<br>Record 3 if the participant only received services financially assisted by the DVOP program.<br>Record 4 if the participant only received services financially assisted under WIA Title I-D, Section 168 (VWIP).<br>Record 5 if the participant received services financially assisted by both the Local Veterans Employment Representative (LVER) Program and Disabled Veterans Outreach Program (DVOP) and VWIP<br>Record 6 if the participant only received services financially assisted by the LVER program and VWIP.<br>Record 7 if the participant only received services financially assisted by the DVOP program and VWIP.<br>Record 0 if the individual did not receive services under any of the conditions described above.<br>Record 9 if grantee is unable to track enrollment in the program.<br>Leave blank if this data element does not apply to the individual. | 1 = Yes, Both LVER and DVOP<br>2 = Yes, LVER Only<br>3 = Yes, DVOP Only<br>4 = Yes, VWIP Only<br>5 = Yes, Both LVER and DVOP and VWIP<br>6 = Yes, LVER Only and VWIP<br>7 = Yes, DVOP Only and VWIP<br>0 = No<br>9 = Unknown |                    | R  | R  |  | R  | R  | R <sup>0Y</sup> |  |
| 941 | Trade Adjustment Assistance (TAA)   | IN 1                       | Record 1 if under the TAA program.<br>Record 2 if under the NAFTA-TAA program.<br>Record 3 if under both programs.<br>Record 0 if the participant did not receive services under any of the conditions described above.<br>Record 9 if grantee is unable to track enrollment in the program.<br>Leave blank if this data element does not apply to the individual.  | 1 = TAA<br>2 = NAFTA-TAA<br>3 = Both TAA and NAFTA-TAA<br>0 = No<br>9 = Unknown  | R                  | R  | R  | R  | R  | R  | R               |  |

| No. | DATA ELEMENT NAME                                       | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE   | WIA Funding Stream |    |    |   |    |    |              |   |
|-----|---|-------------------------------|--|--|--------------------|----|----|---|----|----|--------------|---|
|     |   |                               |  |  | WIA Adults         |    |    | WIA Dislocated<br>Workers<br>Rapid Response<br>NEGs |    |    | WIA<br>Youth |   |
|     |   |                               |  |  | SI                 | SC | IT | SI  | SC | IT | 14 - 21      |   |
| 943 | Vocational Education                                    | IN 1                          | Record 1 if the participant received services financially assisted under the Carl D. Perkins Vocational and Applied Technology Education Act (20 USC 2471) (WIA section 121(b)(1)(B)(vii))<br>Record 0 if the participant did not receive any services under the condition described above.<br>Record 9 if unknown.<br>Leave blank if this data element does not apply to the individual.  | 1 = Yes<br>0 = No<br>9 = Unknown                                     | O                  | O  | O  | O   | O  | O  | O            | O |
| 944 | Vocational Rehabilitation                               | IN 1                          | Record 1 if the participant received services financially assisted under parts A and B of title I of the Rehabilitation Act of 1973 (29 USC 720 et seq.), WIA title IV, and section 121(b)(1)(B)(vii).<br>Record 2 if the participant received services financially assisted by the Vocational Rehabilitation and Employment (VR&E) Program authorized by 38 USC Chapter 31.<br>Record 3 if the participant received services from both vocational rehabilitation programs.<br>Record 0 if the participant did not receive any services under the condition described above.<br>Record 9 if unknown.<br>Leave blank if this data element does not apply to the individual. | 1 = Yes<br>2 = VR&E<br>3 = Both VR and VR&E<br>0 = No<br>9 = Unknown | O                  | O  | O  | O   | O  | O  | O            | O |
| 951 | Wagner-Peyser Act                                       | IN 1                          | Record 1 if the participant received services financially assisted under the Wagner-Peyser Act (29 USC 49 et seq.) WIA section 121 (b)(1)(B)(ii).<br>Record 0 if the participant did not receive services financially assisted under the Wagner-Peyser Act.<br>Record 9 if grantee is unable to track enrollment in the program.<br>Leave blank if this data element does not apply to the individual.   | 1 = Yes<br>0 = No<br>9 = Unknown                                     | R                  | R  | R  | R   | R  | R  | R            | R |
| 952 | Referred from Wagner-Peyser to WIA                      | IN 1                          | Record 1 if the participant was referred to a WIA program from Wagner-Peyser.<br>Record 0 if the participant was not referred to WIA from Wagner-Peyser.<br>Record 9 is unable to track WIA referrals from Wagner-Peyser.  | 1 = Yes<br>0 = No<br>9 = Unknown                                     |                    | R  | R  |   | R  | R  | R            | R |
| 953 | YouthBuild  | IN 1                          | Record 1 if the participant received services financially assisted under the YouthBuild Program as authorized under the Housing and Community Development Act of 1992.<br>Record 0 if the participant did not receive any services under the condition described above.<br>Record 9 if grantee is unable to track enrollment in the program.   | 1 = Yes<br>0 = No<br>9 = Unknown                                     | R                  | R  | R  | R   | R  | R  | R            | R |
| 954 | Title V Older Worker Program                            | IN 1                          | Record 1 if the participant received services financially assisted under the Older Americans Act of 1998 (WIA section 121(b)(1)(B)(vi)).<br>Record 0 if the participant did not receive any services under the condition described above.<br>Record 9 if grantee is unable to track enrollment in the program.   | 1 = Yes<br>0 = No<br>9 = Unknown                                     | R                  | R  | R  | R   | R  | R  | R            | R |
| 955 | Employment and Training Services Related to Food Stamps | IN 1                          | Record 1 if the participant received employment and training services from the Supplemental Nutrition Assistance Program (SNAP) program (WIA section 121(b)(2)(B)(iii)).<br>Record 0 if the participant did not receive any services under the condition described above.<br>Leave blank if it is not known.   | 1 = Yes<br>0 = No  | O                  | O  | O  | O   | O  | O  | O            | O |

| No. | DATA ELEMENT NAME   | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS   | CODE VALUE  | WIA Funding Stream |    |    |  |    |    |           |   |
|-----|---|-------------------------------|---|---|--------------------|----|----|--|----|----|-----------|---|
|     |   |                               |   |   | WIA Adults         |    |    | WIA Dislocated Workers<br>Rapid Response<br>NEGs |    |    | WIA Youth |   |
|     |   |                               |   |   | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |   |
| 956 | Other WIA or Non-WIA Programs   | IN 1                          | Record 1 if the participant received services financially assisted from any other WIA or non-WIA program not listed above that provided the individuals with services during period of participation. Record 2 if the participant received services financially assisted in full or in part by funds from the American Recovery and Reinvestment Act of 2009 during period of participation. . Record 3 if the participant received services financially assisted from any other WIA or non-WIA program not listed above AND received services financially assisted in full or part by funds from the American Recovery andReinvestment Act of 2009 during period of participation. Record 0 if the individual did not receive any services under the condition described above.<br><br>Leave blank if the individual is not a participant.   | 1 = Yes, Other WIA or Non-WIA Programs<br>2= Yes, ARRA<br>3= Yes, Both Other WIA or Non-WIA Programs and ARRA<br>0 = No   | O                  | O  | O  | O  | O  | O  | O         | O |
| 971 | Other Reasons for Exit (at time of exit or during 3-quarter measurement period following the quarter of exit) | IN 2                          | <b>Record 01</b> if the participant is residing in an institution or facility providing 24-hour support such as a prison or hospital and is expected to remain in that institution for at least 90 days.<br><b>Record 02</b> if the participant is receiving medical treatment that precludes entry into unsubsidized employment or continued participation in the program. Does not include temporary conditions expected to last for less than 90 days.<br><b>Record 03</b> if the participant was found to be deceased or no longer living.<br><b>Record 04</b> if the participant is providing care for a family member with a health/medical condition that precludes entry into unsubsidized employment or continued participation in the program. Does not include temporary conditions expected to last for less than 90 days.<br><b>Record 05</b> if the participant is a member of the National Guard or other reserve military unit of the armed forces and is called to active duty for at least 90 days.<br><b>Record 06</b> if the participant is in the foster care system or any other mandated residential program and has moved from the area as part of such a program or system (exclusion for youth participants only).<br><b>Record 09</b> if participant began receiving TAA benefits or services under a new petition certification (subsequent to the petition associated with this individual record).<br><b>Record 97</b> if the WIA Youth participant receives WIA Youth Services strictly during the summer months in 2010 and participate in TANF funded summer employment.<br><b>Record 98</b> if the participant retired from employment.<br><b>Record 99</b> if the participant either disclosed an invalid social security number (SSN) or chose not to disclose a SSN.<br><b>Record 00</b> if the participant exited for a reason other than one of the conditions listed above.<br>Note: Exit Reason "98 = Retirement" has been added for program management purposes only and individuals who exit the program based on this reason will not be excluded from calculation of the performance measures. Rather, these individuals will be included in the performance measure calculations. | 01 = Institutionalized<br>02 = Health/Medical<br>03 = Deceased<br>04 = Family Care<br>05 = Reserve Forces Called to Active Duty<br>06 = Relocated to Mandated Residential Program<br>09 = Began receiving benefits and services under a new petition certification<br>97 = WIA Youth who meet criteria for exclusion from WIA Youth Performance Measures<br>98 = Retirement<br>99 = Not a Valid SSN<br>00 = Other | O                  | R  | R  | O  | R  | R  | R         |   |

| No.  | DATA ELEMENT NAME   | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE | WIA Funding Stream |    |    |  |    |    |           |  |
|--|---|-------------------------------|--|------------|--------------------|----|----|--|----|----|-----------|--|
|  |   |                               |  |            | WIA Adults         |    |    | WIA Dislocated Workers<br>Rapid Response<br>NEGs |    |    | WIA Youth |  |
|  |   |                               |  |            | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |  |
| <b>SECTION C - AMERICAN JOB CENTER SERVICES AND ACTIVITIES</b> |   |                               |  |            |                    |    |    |  |    |    |           |  |
| <b>Section C.01 - General Service Overview</b>                 |   |                               |  |            |                    |    |    |  |    |    |           |  |
| 1000   | Date of First Self-Service  | DT 8                          | Record the first date the participant received any self-services >= the date of participation.<br><br>Leave blank if the participant did not receive a self-service or this data element does not apply to the individual.   | YYYYMMDD   | R                  | R  | R  | R  | R  | R  |           |  |
| 1001   | Date of First Staff-Assisted Service                              | DT 8                          | Record the first date the participant received any staff-assisted/intensive/training services >= the date of participation.<br><br>Leave blank if the participant did not receive a staff-assisted core/intensive/training service or this data element does not apply to the individual.  | YYYYMMDD   |                    | R  | R  |  | R  | R  | R         |  |
| 1002   | Most Recent Date Received self-services                           | DT 8                          | Indicate the most recent date a job seeker received a self-service during the reporting period, either a physical location or through an electronic resource. A self-service is defined as any service that was provided to the job seeker without substantial staff involvement.  | YYYYMMDD   | R                  |    |    | R  |    |    |           |  |
| 1003   | Most Recent Date Received staff-assisted Services                 | DT 8                          | Record the most recent date on which the participant received any staff-assisted core/intensive/training services.<br><br>Leave blank if the participant did not receive a staff-assisted core/intensive/training service or this data element does not apply to the individual.   | YYYYMMDD   |                    | R  | R  |  | R  | R  | R         |  |
| <b>Section C.02 - Core Services</b>                            |   |                               |  |            |                    |    |    |  |    |    |           |  |
| 1020   | Date of First Staff-Assisted CORE Service                         | DT 8                          | Record the first date the participant received any staff-assisted CORE service >= the date of participation.<br><br>Leave blank if the participant did not receive a staff-assisted CORE service or this data element does not apply to the individual.  | YYYYMMDD   |                    | R  | R  |  | R  | R  |           |  |
| 1022   | Most Recent Date Received Self-Services/ Informational Activities | DT 8                          | Record the most recent date on which the participant received self-services and informational activities. Self-service and informational activities are those core services accessible to the general public electronically or through a physical location that are designed to inform and educate individuals about the labor market and their employment strengths, weaknesses, and the range of services appropriate to their situation, and that do not require significant staff involvement with the individual.<br><br>Leave blank if the participant did not receive self-services and informational activities or this data element does not apply to the individual. | YYYYMMDD   | R                  | R  | R  | R  | R  | R  |           |  |

| No.  | DATA ELEMENT NAME  | DATA TYPE/<br>FIELD LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE | WIA Funding Stream |    |    |  |    |    |           |  |
|------|--|----------------------------|--|------------|--------------------|----|----|--|----|----|-----------|--|
|      |  |                            |  |            | WIA Adults         |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth |  |
|      |  |                            |  |            | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |  |
| 1023 | Most Recent Date Received Career Guidance Services       | DT 8                       | Record the most recent date on which the participant received staff-assisted career guidance services. Career guidance services include the provision of information, materials, suggestions, or advice which are intended to assist the job seeker in making occupation or career decisions.<br><br>Leave blank if the participant did not receive a career guidance service or this data element does not apply to the individual.   | YYYYMMDD   |                    | R  |    |  | R  |    |           |  |
| 1024 | Most Recent Date Received Workforce Information Services | DT 8                       | Indicate the most recent date that the participant received staff-assisted workforce information services including information on state and local labor market conditions; industries, occupations and characteristic of the workforce; area business identified skills needs; employer wage and benefit trends; short and long term industry and occupational projections; worker supply and demand; and job vacancies survey results. Workforce information also includes local employment dynamics information such as workforce availability; business turnover rates; job creation; and job identification of high growth and high demand industries. Leave blank if the participant did not receive a staff-assisted workforce information service or the data element does not apply to the individual.  | YYYYMMDD   |                    | R  |    |  | R  |    |           |  |
| 1025 | Most Recent Date Received Job Search Activities          | DT 8                       | Record the most recent date that the participant was provided staff-assisted job search activities which are designed to help the participant plan and carry out a successful job hunting strategy. The services include resume preparation assistance, job search workshops, job finding clubs, and development of a job search plan.<br>"Resume Assistance" - Providing instructions on the content and format of resumes and cover letters and providing assistance in the development and production of the same.<br>"Job Search Workshops" - An organized activity that provides instructions on resume writing, application preparation, interviewing skills, and/or job lead development.<br>"Job Finding Clubs" - Have all the elements of a Job Search Workshop, plus a period of structured application where participants attempt to obtain jobs.<br>"Job Search Planning" - Development of a plan (not necessarily a written plan) that includes the necessary steps and timetables to achieve employment in specific occupational, industry, or geographic area.<br><br>Leave blank if the participant did not receive a staff-assisted job search activity or the data element does not apply to the individual.<br><br>Additional Note: This definition excludes participants who receive workforce information services or attend a TAP employment workshop. Those services will be collected and reported separately. | YYYYMMDD   |                    | R  |    |  | R  |    |           |  |

| No.   | DATA ELEMENT NAME  | DATA TYPE/<br>FIELD LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE        | WIA Funding Stream |    |                |  |    |                |                |
|---|--|----------------------------|--|-------------------|--------------------|----|----------------|--|----|----------------|----------------|
|   |  |                            |  |                   | WIA Adults         |    |                | WIA Dislocated Workers Rapid Response NEGs |    |                | WIA Youth      |
|   |  |                            |  |                   | SI                 | SC | IT             | SI   | SC | IT             | 14 - 21        |
| 1026  | Most Recent Date Referred to Employment                      | DT 8                       | Indicate the most recent date that the participant received a staff-assisted referral to employment. A referral to employment is (a) the act of bringing to the attention of an employer a job seeker or group of registered job seekers who are available for a job and (b) the record of such a referral.<br><br>Leave blank if the participant did not receive a referral to employment or this data element does not apply to the individual.  | YYYYMMDD          |                    | R  |                |  | R  |                |                |
| 1027  | Most Recent Date Received Other Staff-Assisted Core Services | DT 8                       | Record the most recent date on which the participant received other core services requiring a significant expenditure of staff time. These additional staff-assisted core services may include, but are not limited to, (a) reemployment services; (b) federal bonding program; (c) job development contacts; (d) referrals to educational services; and (e) tax credit eligibility determination.<br><br>Leave blank if the participant did not receive any other staff-assisted core services or this data element does not apply to the individual. | YYYYMMDD          |                    | R  |                |  | R  |                |                |
| <b>Section C.04 - Intensive and Training Services</b> |  |                            |  |                   |                    |    |                |  |    |                |                |
| 1200  | Date of First Intensive Service                              | DT 8                       | Record the first date the participant received any intensive service >= the date of participation.<br><br>Leave blank if the participant did not receive any intensive service or this data element does not apply to the individual.  | YYYYMMDD          |                    |    | R              |  |    | R              |                |
| 1201  | Most Recent Date Received Intensive Services                 | DT 8                       | Record the most recent date on which the participant received intensive services (excluding case management) as described in WIA section 134(d)(3).<br><br>Leave blank if the participant did not receive intensive services or this data element does not apply to the individual.  | YYYYMMDD          |                    |    | R              |  |    | R              |                |
| 1207  | Received Pre-Vocational Activities                           | IN 1                       | Record 1 if the participant, at any time during participation in the program, received short-term prevocational services, including development of learning skills, communication skills, interviewing skills, punctuality, personal maintenance skills, and professional conduct, to prepare individuals for unsubsidized employment or training.<br>Record 0 if the participant did not receive any of the services described above.<br><br>Leave blank if this data element does not apply to the individual.                                       | 1 = Yes<br>0 = No |                    |    | R              |  |    | R              |                |
| 1208  | Date Entered Training #1                                     | DT 8                       | Record the date on which the participant's first training service actually began.<br>Leave blank if the individual did not receive training services or if this data element does not apply to the individual.   | YYYYMMDD          |                    |    | R <sup>T</sup> |  |    | R <sup>T</sup> | R <sup>T</sup> |

| No.  | DATA ELEMENT NAME                             | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE   | WIA Funding Stream |    |                |   |    |                |                |
|------|---|-------------------------------|--|--|--------------------|----|----------------|---|----|----------------|----------------|
|      |   |                               |  |  | WIA Adults         |    |                | WIA Dislocated<br>Workers<br>Rapid Response<br>NEGs |    |                | WIA<br>Youth   |
|      |   |                               |  |  | SI                 | SC | IT             | SI  | SC | IT             | 14 - 21        |
| 1209 | Type of Training Service #1                   | IN 2                          | Use the appropriate code to indicate the type of approved training being provided to the participant.<br><br>Record 0 if the participant did not receive a training service.<br>Leave blank if this data element does not apply to the individual.   | 01=On the Job Training<br>02=Skill Upgrading<br>03=Entrepreneurial Training<br>04=ABE or ESL in conjunction with Training (non-TAA funded)<br>05=Customized Training<br>06=Other Occupational Skills Training<br>07=Remedial Training (ABE/ESL – TAA only)<br>08=Prerequisite Training<br>09=Apprenticeship Training<br>10=Other basic skills training (WIA Youth)<br>00=No Training Service |                    |    | R <sup>T</sup> |   |    | R <sup>T</sup> | R <sup>T</sup> |
| 1210 | Occupational Skills Training Code #1          | IN 8                          | Enter the 8 digit O*Net 4.0 (or later versions) code that best describes the training occupation for which the participant received training services.<br><br>Leave blank if occupational code is not available or not known.<br><br>Additional Notes: If all 8 digits of the occupational skills code are not collected, record as many digits as are available. If the individual receives multiple training services, use the occupational skills training code for the most recent training. | 00000000   |                    |    | R <sup>T</sup> |   |    | R <sup>T</sup> | R <sup>T</sup> |
| 1211 | Training Completed #1                         | IN 1                          | Record 1 if the individual completed approved training.<br>Record 0 if the individual did not complete training (withdrew).<br>Leave blank if training services are still in progress.<br>Leave blank if the individual did not receive training services or if this data element does not apply to the individual.  | 1 = Yes<br>0 = No (Withdrew)   |                    |    | R <sup>T</sup> |   |    | R <sup>T</sup> | R <sup>T</sup> |
| 1212 | Date Completed, or Withdrew from, Training #1 | DT 8                          | Record the date when the participant completed training or withdrew permanently from training. If multiple training services were received, record the most recent date on which the individual completed training.<br>Leave blank if training services are still in progress.<br>Leave blank if the individual did not receive training services or if this data element does not apply to the individual.  | YYYYMMDD   |                    |    | R <sup>T</sup> |   |    | R <sup>T</sup> | R <sup>T</sup> |
| 1213 | Date Entered Training #2                      | DT 8                          | Record the date on which the individual's second training service actually began.<br>Leave blank if the individual did not receive a second training service or this data element does not apply to the individual.  | YYYYMMDD   |                    |    | R <sup>T</sup> |   |    | R <sup>T</sup> | R <sup>T</sup> |

| No.  | DATA ELEMENT NAME                             | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE   | WIA Funding Stream |    |                |   |    |                |                |
|------|---|-------------------------------|--|--|--------------------|----|----------------|---|----|----------------|----------------|
|      |   |                               |  |  | WIA Adults         |    |                | WIA Dislocated<br>Workers<br>Rapid Response<br>NEGs |    |                | WIA<br>Youth   |
|      |   |                               |  |  | SI                 | SC | IT             | SI  | SC | IT             | 14 - 21        |
| 1214 | Type of Training Service #2                   | IN 2                          | If the participant received a second type of training, record the appropriate code to indicate the type of approved training being provided to the participant.<br><br>Record 0 if the participant did not receive a second training service.<br>Leave blank if this data element does not apply to the individual.  | 01=On the Job Training<br>02=Skill Upgrading<br>03=Entrepreneurial Training<br>04=ABE or ESL in conjunction with Training (non-TAA funded)<br>05=Customized Training<br>06=Other Occupational Skills Training<br>07=Remedial Training (ABE/ESL – TAA only)<br>08=Prerequisite Training<br>09=Apprenticeship Training<br>10=Other basic skills training (WIA Youth)<br>00=No Training Service |                    |    | R <sup>T</sup> |   |    | R <sup>T</sup> | R <sup>T</sup> |
| 1215 | Occupational Skills Training Code #2          | IN 8                          | Enter the 8 digit O*Net 4.0 (or later versions) code that best describes the training occupation for which the participant received training services.<br><br>Leave blank if occupational code is not available or not known.<br><br>Additional Notes: If all 8 digits of the occupational skills code are not collected, record as many digits as are available. If the individual receives multiple training services, use the occupational skills training code for the most recent training. | 00000000   |                    |    | R <sup>T</sup> |   |    | R <sup>T</sup> | R <sup>T</sup> |
| 1216 | Training Completed #2                         | IN 1                          | Record 1 if the individual completed approved training.<br>Record 0 if the individual did not complete training (withdrew).<br>Leave blank if training services are still in progress.<br>Leave blank if the individual did not receive a second training service or this data element does not apply to the individual.   | 1 = Yes<br>0 = No (Withdrew)   |                    |    | R <sup>T</sup> |   |    | R <sup>T</sup> | R <sup>T</sup> |
| 1217 | Date Completed, or Withdrew from, Training #2 | DT 8                          | Record the date when the participant completed training or withdrew permanently from training. If multiple training services were received, record the most recent date on which the individual completed training.<br>Leave blank if training services are still in progress.<br>Leave blank if the individual did not receive a second training service or this data element does not apply to the individual.   | YYYYMMDD   |                    |    | R <sup>T</sup> |   |    | R <sup>T</sup> | R <sup>T</sup> |

| No.  | DATA ELEMENT NAME                    | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS   | CODE VALUE   | WIA Funding Stream |    |                |   |    |                |                |
|------|--------------------------------------|-------------------------------|---|--|--------------------|----|----------------|---|----|----------------|----------------|
|      |                                      |                               |   |  | WIA Adults         |    |                | WIA Dislocated<br>Workers<br>Rapid Response<br>NEGs |    |                | WIA<br>Youth   |
|      |                                      |                               |   |  | SI                 | SC | IT             | SI  | SC | IT             | 14 - 21        |
| 1218 | Date Entered Training #3             | DT 8                          | Record the date on which the individual's third training service actually began. If the individual received more than 3 training services, record the date on which the individual actually began the last (or most recent) training service.<br>Leave blank if the individual did not receive a third training service or this data element does not apply to the individual.  | YYYYMMDD   |                    |    | R <sup>T</sup> |   |    | R <sup>T</sup> | R <sup>T</sup> |
| 1219 | Type of Training Service #3          | IN 2                          | If the participant received a third type of training, record the appropriate code to indicate the type of approved training being provided to the participant.<br>Record 0 if the participant did not receive a third services.<br>Leave blank if this data element does not apply to the individual.<br>Additional Note: If the participant receives more than three training services, record the last (or most recent) training services received by the participant in this field.  | 01=On the Job Training<br>02=Skill Upgrading<br>03=Entrepreneurial Training<br>04=ABE or ESL in conjunction with Training (non-TAA funded)<br>05=Customized Training<br>06=Other Occupational Skills Training<br>07=Remedial Training (ABE/ESL – TAA only)<br>08=Prerequisite Training<br>09=Apprenticeship Training<br>10=Other basic skills training (WIA Youth)<br>00=No Training Service |                    |    | R <sup>T</sup> |   |    | R <sup>T</sup> | R <sup>T</sup> |
| 1220 | Occupational Skills Training Code #3 | IN 8                          | Enter the 8 digit O*Net 4.0 (or later versions) code that best describes the training occupation for which the participant received training services.<br><br>Leave blank if occupational code is not available or not known or if this data element does not apply to the individual.<br><br>Additional Notes: If all 8 digits of the occupational skills code are not collected, record as many digits as are available. If the individual receives multiple training services, use the occupational skills training code for the most recent training. If the individual received more than 3 training services, use the occupational skills training code for the last (or most recent) training service. | 00000000   |                    |    | R <sup>T</sup> |   |    | R <sup>T</sup> | R <sup>T</sup> |
| 1221 | Training Completed #3                | IN 1                          | Record 1 if the individual completed approved training.<br>Record 0 if the individual did not complete training (withdrew).<br>Leave blank if training services are still in progress<br>Leave blank if the individual did not receive a third training service or this data element does not apply to the individual.  | 1 = Yes<br>0 = No (Withdrew)   |                    |    | R <sup>T</sup> |   |    | R <sup>T</sup> | R <sup>T</sup> |

| No.  | DATA ELEMENT NAME                             | DATA TYPE/<br>FIELD LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS   | CODE VALUE        | WIA Funding Stream |    |                |  |    |                |                |
|------|---|----------------------------|---|-------------------|--------------------|----|----------------|--|----|----------------|----------------|
|      |   |                            |   |                   | WIA Adults         |    |                | WIA Dislocated Workers Rapid Response NEGs |    |                | WIA Youth      |
|      |   |                            |   |                   | SI                 | SC | IT             | SI   | SC | IT             | 14 - 21        |
| 1222 | Date Completed, or Withdrew from, Training #3 | DT 8                       | Record the date when the participant completed training or withdrew permanently from training. If multiple training services were received, record the most recent date on which the individual completed training. Leave blank if training services are still in progress. Leave blank if the individual did not receive a third training service or this data element does not apply to the individual. | YYYYMMDD          |                    |    | R <sup>T</sup> |  |    | R <sup>T</sup> | R <sup>T</sup> |
| 1223 | Established Individual Training Account (ITA) | IN 1                       | Record 1 if any of the individual's services were purchased utilizing an Individual Training Account established for adults or dislocated workers and funded by WIA title I. Record 0 if the individual does not meet the condition described above. Leave blank if this data element does not apply to the individual.   | 1 = Yes<br>0 = No |                    |    | R <sup>T</sup> |  |    | R <sup>T</sup> |                |
| 1224 | Pell Grant Recipient                          | IN 1                       | Record 1 if the individual is or has been notified s/he will be receiving a Pell Grant at any time during participation in the program. This information may be updated at any time during participation in the program. Record 0 if the individual does not meet the condition described above. Leave blank if this data element does not apply to the individual or if unavailable.                     | 1 = Yes<br>0 = No |                    |    | R <sup>T</sup> |  |    | R <sup>T</sup> | R <sup>T</sup> |
| 1233 | Distance Learning                             | IN 1                       | Record 1 if the participant received training through distance learning during the report quarter. Record 0 if the participant did not receive any services under the condition described above.  | 1 = Yes<br>0 = No |                    |    | R <sup>T</sup> |  |    | R <sup>T</sup> | R <sup>T</sup> |

| No.   | DATA ELEMENT NAME  | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE        | WIA Funding Stream |    |    |  |    |    |           |  |
|---|--|-------------------------------|--|-------------------|--------------------|----|----|--|----|----|-----------|--|
|   |  |                               |  |                   | WIA Adults         |    |    | WIA Dislocated Workers<br>Rapid Response<br>NEGs |    |    | WIA Youth |  |
|   |  |                               |  |                   | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |  |
| <b>Section C.05 - Additional Services for WIA Youth Customers</b> |  |                               |  |                   |                    |    |    |  |    |    |           |  |
| 1300  | Enrolled in Education  | IN 1                          | Record 1 if the participant is enrolled in secondary school, post-secondary school, adult education programs, or any other organized program of study. States may use this coding value if the youth participant was either already enrolled in education at the time of participation in the program or became enrolled in education at any point while participating in the program.<br>Record 0 if the participant was not enrolled in education.<br>Leave blank if this data element does not apply to the individual.   | 1 = Yes<br>0 = No |                    |    |    |  |    |    | R         |  |
| 1301  | Most Recent Date Received Educational Achievement Services     | DT 8                          | Record the most recent date on which the participant received an educational achievement service. Educational achievement services include, but are not limited to, tutoring, study skills training, and instruction leading to secondary school completion, including dropout prevention strategies.<br>Leave blank if the participant did not receive educational achievement services or this data element does not apply to the individual.  | YYYYMMDD          |                    |    |    |  |    |    | R         |  |
| 1302  | Most Recent Date Participated in Alternative School            | DT 8                          | Record the most recent date on which the individual participated in alternative school.<br>Leave blank if the individual did not participate in alternative school or this data element does not apply to the individual.  | YYYYMMDD          |                    |    |    |  |    |    | R         |  |
| 1303  | Most Recent Date Received Summer Employment Opportunities      | DT 8                          | Record the most recent date on which the participant received summer employment opportunities directly linked to academic and occupational learning.<br>Leave blank if the participant did not receive summer employment opportunities or this data element does not apply to the individual.  | YYYYMMDD          |                    |    |    |  |    |    | R         |  |
| 1304  | Most Recent Date Participated in Work Experience               | DT 8                          | Record the most recent date on which the individual participated in work experience, whether paid or unpaid, including internships and job shadowing. Leave blank if the individual did not participate in work experience or this data element does not apply to the individual.  | YYYYMMDD          |                    |    |    |  |    |    | R         |  |
| 1305  | Most Recent Date Received Leadership Development Opportunities | DT 8                          | Record the most recent date on which the participant received services that include, but are not limited to, opportunities that encourage responsibility, employability, and other positive social behaviors such as: (a) exposure to post-secondary educational opportunities; (b) community and service learning projects; (c) peer-centered activities, including peer mentoring and tutoring; (d) organizational and team work training, including team leadership training; (e) training in decision making, including determining priorities; and (f) citizenship training, including life skills training such as parenting, work behavior training, and budgeting of resources.<br>Leave blank if the participant did not receive a follow-up service or this data element does not apply to the individual. | YYYYMMDD          |                    |    |    |  |    |    | R         |  |

| No.  | DATA ELEMENT NAME   | DATA TYPE/<br>FIELD LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE | WIA Funding Stream |    |    |  |    |    |           |  |   |
|------|---|----------------------------|--|------------|--------------------|----|----|--|----|----|-----------|--|---|
|      |   |                            |  |            | WIA Adults         |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth |  |   |
|      |   |                            |  |            | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |  |   |
| 1306 | Most Recent Date Received Supportive Services                 | DT 8                       | Record the most recent date on which the participant received a supportive service. Support services for youth participants include; (a) linkages to community services; (b) assistance with transportation; (c) assistance with child care and dependent care; (d) assistance with housing; (e) referrals to medical services; and (f) assistance with uniforms or other appropriate work attire and work-related tools, including such items as eye glasses and protective eye gear.<br>Leave blank if the participant did not receive supportive services or this data element does not apply to the individual.  | YYYYMMDD   |                    |    |    |  |    |    |           |  | R |
| 1307 | Most Recent Date Received Adult Mentoring Services            | DT 8                       | Record the most recent date on which the participant received adult mentoring services. Adult mentoring services may last for a duration of at least twelve (12) months and may occur both during and after program participation.<br>Leave blank if the participant did not receive adult mentoring services or this data element does not apply to the individual.   | YYYYMMDD   |                    |    |    |  |    |    |           |  | R |
| 1308 | Most Recent Date Received Career Guidance/Counseling Services | DT 8                       | Record the most recent date on which the participant received career guidance/counseling services. Leave blank if the participant did not receive career guidance/counseling services or this data element does not apply to the individual.   | YYYYMMDD   |                    |    |    |  |    |    |           |  | R |
| 1309 | Most Recent Date Received Follow-up Services                  | DT 8                       | Record the most recent date on which the participant received follow-up services after exiting the program. Follow-up services for youth participants include: (a) regular contact with a youth participant's employer, including assistance in addressing work-related problems that arise; (b) assistance in securing better paying jobs, career development and further education; (c) work-related peer support groups; (d) adult mentoring; and (e) tracking the progress of youth in employment after training. All youth participants must receive some form of follow-up services for a minimum duration of 12 months. Leadership development opportunities, adult mentoring, and supportive services that are provided to the youth participant as follow-up services should not be recorded here.<br>Leave blank if the participant did not receive follow-up services or data element does not apply to the individual. | YYYYMMDD   |                    |    |    |  |    |    |           |  | R |
| 1310 | Date of Completion of Youth Services                          | DT 8                       | <b>LEAVE ELEMENT BLANK PENDING FURTHER INSTRUCTION FROM ETA.</b> Record the date the participant received their last service in the WIA Youth program other than follow-up services. This element is only required for participants who completed the WIA Youth program but are co-enrolled in the WIA Adult program or another partner program that would extend their exit date beyond their completion date in WIA Youth.<br><b>Additional Note:</b> This date is equivalent to the date of exit for purposes of the literacy/numeracy measure. That is, if the participant's date of completion of youth services was during the second or third year then they would not be included in the literacy/numeracy measure in that year or future years. This date would also be the trigger for the start of WIA youth follow-up services.  | YYYYMMDD   |                    |    |    |  |    |    |           |  | R |

**Section C.05 - Other Related Assistance and Support Services for Adult Customers**

| No.  | DATA ELEMENT NAME   | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE  | WIA Funding Stream |    |    |  |                  |                  |           |  |
|------|---|-------------------------------|--|---|--------------------|----|----|--|------------------|------------------|-----------|--|
|      |   |                               |  |   | WIA Adults         |    |    | WIA Dislocated Workers Rapid Response NEGs |                  |                  | WIA Youth |  |
|      |   |                               |  |   | SI                 | SC | IT | SI   | SC               | IT               | 14 - 21   |  |
| 1400 | Received Supportive Services (except needs-related payments)  | IN 1                          | Record 1 if the participant received supportive services (WIA section 134(e)(2)) which include, but are not limited to, assistance with transportation, child care, dependent care, and housing that are necessary to enable the individual to participate in activities authorized under WIA title IB.<br>Record 0 if the participant did not receive any supportive services as described above.<br>Leave blank if this data element does not apply to the individual.   | 1 = Yes<br>0 = No   |                    | R  | R  |  | R                | R                |           |  |
| 1401 | Received Needs-Related Payments                               | IN 1                          | Record 1 if the participant received needs related payments (WIA section 134(e)(3)) for the purpose of enabling the individual to participate in approved training funded under WIA Title IB.<br>Record 0 if the participant did not receive any needs-related payments as described above.<br>Leave blank if this data element does not apply to the individual.  | 1 = Yes<br>0 = No   |                    |    | R  |  |                  | R                |           |  |
| 1402 | Received Services through a Disaster National Emergency Grant | IN 1                          | Record 1 if the individual received a temporary job working in clean-up and recovery of the affected area and received workforce services through a Disaster National Emergency Grant (Disaster NEG), including core, intensive, and training services as defined in the WIA.<br>Record 2 if the individual received a temporary job through a Disaster NEG working in clean-up and recovery of the affected area, but received no other workforce services through the Disaster NEG.<br>Record 3 if the individual received workforce services through a Disaster NEG, including core, intensive, and training services as defined in the WIA, but did not receive a temporary job through the Disaster NEG.<br>Leave blank if the NEG participant did not receive services through a Disaster NEG or this data element does not apply to the individual. | 1 = Temporary job and workforce services<br>2 = Temporary job only<br>3 = Workforce services only |                    |    |    |  | R <sup>NEG</sup> | R <sup>NEG</sup> |           |  |
| 1403 | Most Recent Date Received Rapid Response Services             | DT 8                          | Record the most recent date on which the participant received a rapid response service authorized under WIA section 134(a)(2)(A). Rapid response encompass the activities necessary to plan and deliver services to enable dislocated workers to transition to new employment as quickly as possible, following either a permanent closure or mass layoff, or a natural or other disaster resulting in a mass job dislocation.<br><br>Leave blank if the participant did not receive rapid response services or this data element does not apply to the individual.  | YYYYMMDD  |                    |    |    |  | R                | R                |           |  |

**SECTION D - PROGRAM OUTCOMES INFORMATION**

**Section D.01 - Employment and Job Retention Data**

|      |  |      |   |  |   |   |   |   |   |   |   |
|------|--|------|---|--|---|---|---|---|---|---|---|
| 1500 | Employed in 1st Quarter After Exit Quarter | IN 1 | Record 1 if the participant was employed in the first quarter after the quarter of exit.<br>Record 0 if the participant was not employed in the first quarter after the quarter of exit.<br>Record 3 if information on the participant's employment status in the first quarter after the quarter of exit is not yet available.<br>Leave blank if this data element does not apply to the individual. (has not exited or is not a participant). | 1 = Yes<br>0 = No<br>3 = Information not yet available | O | R | R | O | R | R | R |
|------|--|------|---|--|---|---|---|---|---|---|---|

| No.  | DATA ELEMENT NAME                                       | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS   | CODE VALUE  | WIA Funding Stream |    |    |  |    |    |                 |
|------|---|-------------------------------|---|---|--------------------|----|----|--|----|----|-----------------|
|      |   |                               |   |   | WIA Adults         |    |    | WIA Dislocated Workers<br>Rapid Response<br>NEGs |    |    | WIA Youth       |
|      |   |                               |   |   | SI                 | SC | IT | SI   | SC | IT | 14 - 21         |
| 1501 | Type of Employment Match 1st Quarter After Exit Quarter | IN 1                          | Use the appropriate code to identify the method used in determining the participant's employment status in the first quarter following the quarter of exit. Wage records will be the primary data source for tracking employment in the first quarter after the exit quarter. If participants are not found in the wage records, grantees may then use supplemental data sources. If the participant is found in more than one source of employment using wage records, record the data source for which the participant's earnings are greatest. Record 0 if the participant was not employed in the first quarter after the quarter of exit. Leave blank if this data element does not apply to the individual.<br><br>Additional Note: If the participant is found employed in a wage record source (e.g., Federal, Military) that cannot be translated into quarterly earnings amounts, states should treat these employment matches as supplemental data and use coding value 5 = Supplemental through case management, participant survey, and/or verification with the employer. | 1 = UI Wage Records (In-State & WRIS)<br>2 = Federal Employment Records (OPM, USPS)<br>3 = Military Employment Records (DOD)<br>4 = Other Administrative Wage Records<br>5 = Supplemental through case management, participant survey, and/or verification with the employer<br>6 = Information not yet available<br>0 = Not employed | O                  | R  | R  | O  | R  | R  | R               |
| 1502 | Occupational Code After Exit (if available)             | IN 8                          | Record the 8-digit occupational code that best describes the participant's employment using the O*Net Version 4.0 (or later versions) classification system. This information can be based on any job held after exit from the program. Leave blank if occupational code is not available or not known, or the data element does not apply.<br><br>Additional Notes: This information can be based on any job held after exit and only applies to adults, dislocated workers and older youth who entered employment in the quarter after the exit quarter. If all 8 digits of the occupational skills code are not collected, record as many digits as are available. If the individual had multiple jobs, use the occupational code for the most recent job held.  | 00000000  |                    |    | R  |  |    | R  | R <sup>OY</sup> |
| 1505 | Entered Training-Related Employment                     | IN 1                          | Record 1 if the employment in which the participant entered uses a substantial portion of the skills taught in the training received by the participant. This information can be based on any job and only applies to adults, dislocated workers, older youth and TAA participants who entered employment in the quarter after the exit quarter. Record 0 if the employment in which the participant entered does not use a substantial portion of the skills taught in the training received by the participant. Record 9 if not known. Leave blank if this data element does not apply to the individual.   | 1 = Yes<br>0 = No<br>9 = Unknown  |                    |    | R  |  |    | R  | R <sup>OY</sup> |

| No.  | DATA ELEMENT NAME                                       | DATA TYPE/<br>FIELD LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE  | WIA Funding Stream |    |    |  |    |    |           |                 |
|------|---|----------------------------|--|---|--------------------|----|----|--|----|----|-----------|-----------------|
|      |   |                            |  |   | WIA Adults         |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth |                 |
|      |   |                            |  |   | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |                 |
| 1506 | Entered Non-Traditional Employment                      | IN 1                       | Record 1 if the participant's employment is in an occupation or field of work for which individuals of the participant's gender comprise less than 25% of the individuals employed in such occupation or field of work. Non-traditional employment can be based on either local or national data, and both males and females can be in non-traditional employment. This information can be based on any job held after exit and only applies to adults, dislocated workers and older youth who entered employment in the quarter after the exit quarter. Record 0 if the participant does not meet the condition described above. Record 9 if not known. Leave blank if this data element does not apply to the individual.  | 1 = Yes<br>0 = No<br>9 = Unknown  |                    | R  | R  |  | R  | R  |           | R <sup>OY</sup> |
| 1507 | Employed in 2nd Quarter After Exit Quarter              | IN 1                       | <b>Record 1</b> if the participant was employed in the second quarter after the quarter of exit.<br><b>Record 0</b> if the participant was not employed in the second quarter after the quarter of exit.<br><b>Record 3</b> if the participant has exited but employment information is not yet available.   | 1 = Yes<br>0 = No<br>3 = Information not yet available  | O                  | R  | R  | O  | R  | R  |           | R <sup>OY</sup> |
| 1508 | Type of Employment Match 2nd Quarter After Exit Quarter | IN 1                       | Use the appropriate code to identify the method used in determining the participant's employment status in the second quarter following the quarter of exit. Wage records will be the primary data source for tracking employment in the second quarter after the exit quarter. If participants are not found in the wage records, grantees may then use supplemental data sources. If the participant is found in more than one source of employment using wage records, record the data source for which the participant's earnings are greatest. Record 0 if the participant was not employed in the second quarter after the quarter of exit. Leave blank if this data element does not apply to the individual.<br><br>Additional Note: If the participant is found employed in a wage record source (e.g., Federal, Military) that cannot be translated into quarterly earnings amounts, states should treat these employment matches as supplemental data and use coding value 5 = Supplemental through case management, participant survey, and/or verification with the employer. | 1 = UI Wage Records (In-State & WRIS)<br>2 = Federal Employment Records (OPM, USPS)<br>3 = Military Employment Records (DOD)<br>4 = Other Administrative Wage Records<br>5 = Supplemental through case management, participant survey, and/or verification with the employer<br>6 = Information not yet available<br>0 = Not employed | O                  | R  | R  | O  | R  | R  |           | R <sup>OY</sup> |
| 1509 | Employed in 3rd Quarter After Exit Quarter              | IN 1                       | Record 1 if the participant was employed in the third quarter after exit;<br>Record 0 if the participant was not employed in the third quarter after exit.<br>Record 3 if the participant has exited but employment information is not yet available.  | 1 = Yes<br>0 = No<br>3 = Information not yet available  | O                  | R  | R  | O  | R  | R  |           | R <sup>OY</sup> |

| No.  | DATA ELEMENT NAME                                       | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE  | WIA Funding Stream |    |    |   |    |    |                 |
|------|---|-------------------------------|--|---|--------------------|----|----|---|----|----|-----------------|
|      |   |                               |  |   | WIA Adults         |    |    | WIA Dislocated<br>Workers<br>Rapid Response<br>NEGs |    |    | WIA<br>Youth    |
|      |   |                               |  |   | SI                 | SC | IT | SI  | SC | IT | 14 - 21         |
| 1510 | Type of Employment Match 3rd Quarter After Exit Quarter | IN 1                          | Use the appropriate code to identify the method used in determining the participant's employment status in the third quarter following the quarter of exit. Wage records will be the primary data source for tracking employment in the third quarter after the exit quarter. If participants are not found in the wage records, grantees may then use supplemental data sources. If the participant is found in more than one source of employment using wage records, record the data source for which the participant's earnings are greatest. Record 0 if the participant was not employed in the third quarter after the quarter of exit. Leave blank if this data element does not apply to the individual.<br><br>Additional Note: If the participant is found employed in a wage record source (e.g., Federal, Military) that cannot be translated into quarterly earnings amounts, states should treat these employment matches as supplemental data and use coding value 5 = Supplemental through case management, participant survey, and/or verification with the employer.    | 1 = UI Wage Records (In-State & WRIS)<br>2 = Federal Employment Records (OPM, USPS)<br>3 = Military Employment Records (DOD)<br>4 = Other Administrative Wage Records<br>5 = Supplemental through case management, participant survey, and/or verification with the employer<br>6 = Information not yet available<br>0 = Not employed | O                  | R  | R  | O   | R  | R  | R <sup>OY</sup> |
| 1511 | Employed in 4th Quarter After Exit Quarter              | IN 1                          | <b>Record 1</b> if the participant was employed in the fourth quarter after exit.<br><b>Record 0</b> if the participant was not employed in the fourth quarter after exit.<br><b>Record 3</b> if the participant has exited but employment information is not yet available.   | 1 = Yes<br>0 = No<br>3 = Information not yet available  | O                  | R  | R  | O   | R  | R  | R <sup>OY</sup> |
| 1512 | Type of Employment Match 4th Quarter After Exit Quarter | IN 1                          | Use the appropriate code to identify the method used in determining the participant's employment status in the fourth quarter following the quarter of exit. Wage records will be the primary data source for tracking employment in the fourth quarter after the exit quarter. If participants are not found in the wage records, grantees may then use supplemental data sources. If the participant is found in more than one source of employment using wage records, record the data source for which the participant's earnings are greatest. Record 0 if the participant was not employed in the fourth quarter after the quarter of exit. Leave blank if this data element does not apply to the individual.<br><br>Additional Note: If the participant is found employed in a wage record source (e.g., Federal, Military) that cannot be translated into quarterly earnings amounts, states should treat these employment matches as supplemental data and use coding value 5 = Supplemental through case management, participant survey, and/or verification with the employer. | 1 = UI Wage Records (In-State & WRIS)<br>2 = Federal Employment Records (OPM, USPS)<br>3 = Military Employment Records (DOD)<br>4 = Other Administrative Wage Records<br>5 = Supplemental through case management, participant survey, and/or verification with the employer<br>6 = Information not yet available<br>0 = Not employed | O                  | R  | R  | O   | R  | R  | R <sup>OY</sup> |

| No.                                    | DATA ELEMENT NAME                                      | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE | WIA Funding Stream |    |    |  |    |    |                 |  |
|--|--|-------------------------------|--|------------|--------------------|----|----|--|----|----|-----------------|--|
|  |  |                               |  |            | WIA Adults         |    |    | WIA Dislocated Workers<br>Rapid Response<br>NEGs |    |    | WIA Youth       |  |
|  |  |                               |  |            | SI                 | SC | IT | SI   | SC | IT | 14 - 21         |  |
| 1514                                   | Industry Code of Employment 1st Qtr After Exit Quarter | IN 6                          | Record the 4 to 6-digit industry code that best describes the individual's employment using the North American Industrial Classification System (NAICS). If more than one NAICS is reported, then the NAICS associated with the highest gross wage should be reported.<br><br>Enter 999999 if 'Wages 1st Quarter After the Exit Quarter exist and NAICS Code is not known. Leave blank if this data element does not apply to the person or wages are not yet available. | 000000     | O                  | R  | R  | O  | R  | R  | R               |  |
| 1516                                   | Industry Code of Employment 2nd Qtr After Exit Quarter | IN 6                          | Record the 4 to 6-digit industry code that best describes the individual's employment using the North American Industrial Classification System (NAICS). If more than one NAICS is reported, then the NAICS associated with the highest gross wage should be reported.<br><br>Enter 999999 if 'Wages 2nd Quarter After the Exit Quarter exist and NAICS Code is not known. Leave blank if this data element does not apply to the person or wages are not yet available  | 000000     | O                  | R  | R  | O  | R  | R  | R               |  |
| 1517                                   | Industry Code of Employment 3rd Qtr After Exit Quarter | IN 6                          | Record the 4 to 6-digit industry code that best describes the individual's employment using the North American Industrial Classification System (NAICS). If more than one NAICS is reported, then the NAICS associated with the highest gross wage should be reported.<br><br>Enter 999999 if 'Wages 3rd Quarter After the Exit Quarter exist and NAICS Code is not known. Leave blank if this data element does not apply to the person or wages are not yet available  | 000000     | O                  | R  | R  | O  | R  | R  | R               |  |
| 1518                                   | Industry Code of Employment 4th Qtr After Exit Quarter | IN 6                          | Record the 4 to 6-digit industry code that best describes the individual's employment using the North American Industrial Classification System (NAICS). If more than one NAICS is reported, then the NAICS associated with the highest gross wage should be reported.<br><br>Enter 999999 if 'Wages 4th Quarter After the Exit Quarter exist and NAICS Code is not known. Leave blank if this data element does not apply to the person or wages are not yet available  | 000000     | O                  | R  | R  | O  | R  | R  | R               |  |
| <b>Section D.02 - Wage Record Data</b> |  |                               |  |            |                    |    |    |  |    |    |                 |  |
| 1600                                   | Wages 3rd Quarter Prior to Participation Quarter       | DE 8.2                        | Record total earnings from wage records for the third quarter prior to the quarter of participation. Leave blank if data element does not apply to the individual.   | 000000.00  | O                  | R  | R  | O  | R  | R  | R <sup>OY</sup> |  |
| 1601                                   | Wages 2nd Quarter Prior to Participation Quarter       | DE 8.2                        | Record total earnings from wage records for the second quarter prior to the quarter of participation. Leave blank if data element does not apply to the individual.  | 000000.00  | O                  | R  | R  | O  | R  | R  | R <sup>OY</sup> |  |

| No.  | DATA ELEMENT NAME                                | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE | WIA Funding Stream |    |    |   |    |    |              |  |  |
|------|--|-------------------------------|--|------------|--------------------|----|----|---|----|----|--------------|--|--|
|      |  |                               |  |            | WIA Adults         |    |    | WIA Dislocated<br>Workers<br>Rapid Response<br>NEGs |    |    | WIA<br>Youth |  |  |
|      |  |                               |  |            | SI                 | SC | IT | SI  | SC | IT | 14 - 21      |  |  |
| 1602 | Wages 1st Quarter Prior to Participation Quarter | DE 8.2                        | Record total earnings from wage records for the first quarter prior to the quarter of participation. Leave blank if data element does not apply to the individual. | 000000.00  | O                  | R  | R  | O   | R  | R  |              |  |  |

| No.   | DATA ELEMENT NAME                    | DATA TYPE/<br>FIELD LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS   | CODE VALUE  | WIA Funding Stream |    |                |  |    |                |                 |
|---|--------------------------------------|----------------------------|---|---|--------------------|----|----------------|--|----|----------------|-----------------|
|   |                                      |                            |   |   | WIA Adults         |    |                | WIA Dislocated Workers Rapid Response NEGs |    |                | WIA Youth       |
|   |                                      |                            |   |   | SI                 | SC | IT             | SI   | SC | IT             | 14 - 21         |
| 1603  | Wages 1st Quarter After Exit Quarter | DE 8.2                     | Record total earnings from wage records for the first quarter after the quarter of exit. Please enter 999999.99 if data are not yet available for this item. Leave blank if data element does not apply to the individual.  | 000000.00   | O                  | R  | R              | O  | R  | R              | R               |
| 1604  | Wages 2nd Quarter After Exit Quarter | DE 8.2                     | Record total earnings from wage records for the second quarter after the quarter of exit. Please enter 999999.99 if data are not yet available for this item. Leave blank if data element does not apply to the individual.   | 000000.00   | O                  | R  | R              | O  | R  | R              | R <sup>OY</sup> |
| 1605  | Wages 3rd Quarter After Exit Quarter | DE 8.2                     | Record total earnings from wage records for the third quarter after the quarter of exit. Please enter 999999.99 if data are not yet available for this item. Leave blank if data element does not apply to the individual.  | 000000.00   | O                  | R  | R              | O  | R  | R              | R <sup>OY</sup> |
| 1606  | Wages 4th Quarter After Exit Quarter | DE 8.2                     | Record total earnings from wage records for the fourth quarter after the quarter of exit. Please enter 999999.99 if data are not yet available for this item. Leave blank if data element does not apply to the individual.   | 000000.00   | O                  | R  | R              | O  | R  | R              | R <sup>OY</sup> |
| <b>Section D.03 - Education and Credential Data</b> |                                      |                            |   |   |                    |    |                |  |    |                |                 |
| 1700  | Type of Recognized Credential #1     | IN 1                       | Use the appropriate code to record the type of recognized diploma, degree, or certificate attained by the participant who received training services. Record 0 if the participant received training services, but did not attain a recognized diploma, degree, or certificate. Leave blank if data element does not apply to the individual.<br><br>Diplomas, degree, or certificates must be attained either during participation or by the end of the third quarter after the quarter of exit from services (other than follow-up services).  | 1 = High School Diploma/GED<br>2 = AA or AS Diploma/Degree<br>3 = BA or BS Diploma/Degree<br>4 = Post Graduate Degree<br>5 = Occupational Skills Licensure<br>6 = Occupational Skills Certificate<br>7 = Other Recognized Diploma, Degree, or Certificate<br>0 = No recognized credential |                    |    | R <sup>T</sup> |  |    | R <sup>T</sup> | R <sup>OY</sup> |
| 1701  | School Status at Exit                | IN 1                       | <b>Record 1</b> if the participant has not received a secondary school diploma or its recognized equivalent and is attending any secondary school (including elementary, intermediate, junior high school, whether full or part-time), or is between school terms and intends to return to school.<br><b>Record 2</b> if the participant has not received a secondary school diploma or its recognized equivalent and is attending an alternative high school or an alternative course of study approved by the local educational agency whether full or part-time.<br><b>Record 3</b> if the participant has received a secondary school diploma or its recognized equivalent and is attending a post-secondary school or program (whether full or part-time), or is between school terms and intends to return to school.<br><b>Record 4</b> if the participant is no longer attending any school and has not received a secondary school diploma or its recognized equivalent.<br><b>Record 5</b> if the participant is not attending any school and has either graduated from high school or holds a GED. Leave blank if data element does not apply to the individual. | 1 = In-school, H.S. or less<br>2 = In-school, Alternative School<br>3 = In-school, Post-H.S.<br>4 = Not attending school or H.S. Dropout<br>5 = Not attending school; H.S. graduate   |                    |    |                |  |    |                | R               |

| No.  | DATA ELEMENT NAME                                 | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS   | CODE VALUE   | WIA Funding Stream |    |                |  |    |                |           |   |
|------|---|-------------------------------|---|--|--------------------|----|----------------|--|----|----------------|-----------|---|
|      |   |                               |   |  | WIA Adults         |    |                | WIA Dislocated Workers<br>Rapid Response<br>NEGs |    |                | WIA Youth |   |
|      |   |                               |   |  | SI                 | SC | IT             | SI   | SC | IT             | 14 - 21   |   |
| 1702 | Youth Placement Information                       | IN 1                          | Use the appropriate code to record the primary activity the participant entered in the first quarter following the exit quarter (youth may qualify for more than one activity). For example, if the participant enters advanced training and has entered a qualified apprenticeship, please Record 4.<br>Record 0 if the participant did not enter any one of the activities listed in the coding values.<br>Leave blank if data element does not apply to the individual.  | 1 = Entered post-secondary education<br>2 = Entered advanced training<br>3 = Entered military service<br>4 = Entered a qualified apprenticeship<br>0 = None of the above   |                    |    |                |  |    |                |           | R |
| 1703 | Youth Retention Information                       | IN 1                          | Use the appropriate code to record the primary activity the participant entered in the third quarter following the exit quarter (youth may qualify for more than one activity). For example, if the participant enters advanced training and has entered a qualified apprenticeship, please Record 4.<br>Record 0 if the participant did not enter any one of the activities listed in the coding values.<br>Leave blank if data element does not apply to the individual.  | 1 = In post-secondary education<br>2 = In advanced training<br>3 = In military service<br>4 = In a qualified apprenticeship<br>0 = None of the above   |                    |    |                |  |    |                |           | R |
| 1704 | Attained Degree or Certificate                    | IN 1                          | <b>Record 1</b> if the participant attained a secondary school (high school) diploma recognized by the State.<br><b>Record 2</b> if the participant attained a GED or high school equivalency diploma recognized by the State.<br><b>Record 3</b> if the participant attained a certificate in recognition of an individual's attainment of technical or occupational skills or other post-secondary degree/diploma..<br><b>Record 0</b> if the participant did not attain a diploma, GED, or certificate.<br>Leave blank if data element does not apply to the individual.<br><br><b>SPECIAL NOTE: Fields #1704 and #1705 will be used to calculate both the current WIA Younger Youth Diploma Rate and the common measure Attainment of a Degree or Certificate for all youth (14-21). To achieve positive outcomes on both measures, the state should make sure that coding values 1 or 2 are reported when the youth receives a diploma or equivalent either during participation in the program or by the end of the first quarter after the quarter of exit. If the youth receives another degree or certificate beyond the first quarter after the quarter of exit, the state should not update the record.</b><br><br>If the youth did not receive a high school diploma or GED by the end of the first quarter after exit, but did receive one or more certificates while either participating in the program or by the end of the third quarter after exit, the state should record the most recent certificate attained. | 1 = Attained a secondary school (high school) diploma.<br>2 = Attained a GED or high school equivalency diploma.<br>3 = Attained a certificate or other post-secondary degree/diploma.<br>0 = Did not attain a diploma, GED, degree or certificate |                    |    |                |  |    |                |           | R |
| 1705 | Date Attained Degree or Certificate or Credential | DT 8                          | Record the date on which the participant attained the degree, certificate or other Credential reported under elements 1700 or 1704 (relating to Type of Recognized Credential 1 & 2 and Attained Degree or Certificate).<br>Leave blank if the participant did not attain a degree or certificate. or if this data element does not apply.  | YYYYMMDD   |                    |    | R <sup>T</sup> |  |    | R <sup>T</sup> |           | R |

| No.   | DATA ELEMENT NAME                  | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE  | WIA Funding Stream |    |    |  |    |    |           |
|---|------------------------------------|-------------------------------|--|---|--------------------|----|----|--|----|----|-----------|
|   |                                    |                               |  |   | WIA Adults         |    |    | WIA Dislocated Workers<br>Rapid Response<br>NEGs |    |    | WIA Youth |
|   |                                    |                               |  |   | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |
| <b>Section D.04 - Youth Literacy and Numeracy Assessment Data</b> |                                    |                               |  |   |                    |    |    |  |    |    |           |
| 1800  | Literacy/Numeracy Gains Begin Date | DT 8                          | <p><b>LEAVE ELEMENT BLANK PENDING FURTHER INSTRUCTION FROM ETA.</b> The date used in calculating anniversary dates for the Literacy/Numeracy Gains measure. Record the Date of First Youth service except when the youth's initial activities center around summer employment in which case record the earlier of the date of first youth service at the conclusion of summer employment or date that educational activities begin (in those instances where educational activities overlap with summer employment).</p> <p>Note that this element only applies to out-of-school WIA Youth who are Basic Skills Deficient.</p> | YYYYMMDD  |                    |    |    |  |    |    | R         |
| 1801  | Category of Assessment             | IN 1                          | <p><b>Record 1</b> if the participant was assessed using approved tests for Adult Basic Education (ABE)</p> <p><b>Record 2</b> if the participant was assessed using approved tests for English-As-A-Second Language (ESL)</p> <p><b>Record 3</b> if the participant was assessed using approved tests for both ABE and ESL.</p> <p><b>Record 0</b> if the participant was not assessed.</p> <p>Leave blank if this data element does not apply to the individual.</p>   | <p>1 = ABE</p> <p>2 = ESL</p> <p>3 = Both ABE and ESL</p> <p>0 = Not assessed</p>   |                    |    |    |  |    |    | R         |
| 1802  | Type of Assessment Test            | IN 2                          | <p>Use the appropriate code to record the type of assessment test that was administered to the participant. States may only use coding value 10 = Other Approved Assessment Tool in circumstances where the state has received prior approval from USDOL/USDOE.</p> <p>Record 0 or if the participant was not assessed in literacy or numeracy.</p> <p>Leave blank if this data element does not apply to the individual.</p>  | <p>1 = TABE 9-10</p> <p>2 = CASAS (Life Skills)</p> <p>3 = ABLE</p> <p>4 = WorkKeys</p> <p>5 = SPL</p> <p>6 = BEST</p> <p>7 = BEST Plus</p> <p>8 = TABE Class E</p> <p>9 = Wonderlic</p> <p>10 = Other Approved Assessment Tool</p> |                    |    |    |  |    |    | R         |

| No.  | DATA ELEMENT NAME             | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS   | CODE VALUE   | WIA Funding Stream |    |    |   |    |    |              |   |
|------|-------------------------------|-------------------------------|---|--|--------------------|----|----|---|----|----|--------------|---|
|      |                               |                               |   |  | WIA Adults         |    |    | WIA Dislocated<br>Workers<br>Rapid Response<br>NEGs |    |    | WIA<br>Youth |   |
|      |                               |                               |   |  | SI                 | SC | IT | SI  | SC | IT | 14 - 21      |   |
| 1803 | Functional Area               | IN 1                          | Use the appropriate code for the functional area of the assessment test that was administered to the participant. States may only use coding values 7 & 8 where the state has received approval from USDOL/USDOE to use an "Other Approved Assessment Tool" under WISRD Element #1801. Record 0 if the participant was not assessed in literacy or numeracy. Leave blank if this data element does not apply to the individual. | 1 = Reading<br>2 = Writing<br>3 = Language<br>4 = Mathematics<br>5 = Speaking<br>6 = Oral<br>7 = Other Literacy Functional Area<br>8 = Other Numeracy Functional Area<br>0 = Not assessed  |                    |    |    |   |    |    |              | R |
| 1804 | Date Administered Pre-Test    | DT 8                          | Record the date on which the pre-assessment test was administered to the participant. Leave blank if the participant was not assessed in literacy or numeracy or this data element does not apply to the individual.  | YYYYMMDD   |                    |    |    |   |    |    |              | R |
| 1805 | Pre-Test Score                | IN 3                          | Record the raw scale score achieved by the participant on the pre-assessment test. Leave blank if the participant was not assessed in literacy or numeracy or if this data element does not apply to the individual.  | 000  |                    |    |    |   |    |    |              | R |
| 1806 | Educational Functioning Level | IN 1                          | Record the educational functioning level that is associated with the participant's raw scale score. Record 0 if the participant was not assessed in literacy or numeracy. Leave blank if the data element does not apply to the individual.   | 0 = Not Assessed<br>1 = Beginning ESL Literacy<br>2 = Low Beginning ESL Literacy<br>3 = Beginning ABE Literacy/High Beginning ESL Literacy<br>4 = Beginning Basic Education/Low Intermediate ESL<br>5 = Low Intermediate Basic Education/High Intermediate ESL<br>6 = High Intermediate Basic Education/Advanced ESL<br>7 = Low Adult Secondary Education/Exit ESL<br>8 = High Adult Secondary Education |                    |    |    |   |    |    |              | R |

| No.  | DATA ELEMENT NAME                       | DATA TYPE/<br>FIELD LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE   | WIA Funding Stream |    |    |  |    |    |           |   |
|------|---|----------------------------|--|--|--------------------|----|----|--|----|----|-----------|---|
|      |   |                            |  |  | WIA Adults         |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth |   |
|      |   |                            |  |  | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |   |
| 1807 | Date Administered Post-Test (Year #1)   | DT 8                       | Record the date on which the post-test was administered to the participant during his/her first year of participation in the program. If multiple post-tests were administered, record the most recent date on which the functional area post-test was administered.<br>Leave blank if the participant did not receive a post-test during his/her first year of participation in the program or the data element does not apply to the individual. | YYYYMMDD   |                    |    |    |  |    |    |           | R |
| 1808 | Post-Test Score (Year #1)               | IN 3                       | Record the raw scale score achieved by the participant.<br>Leave blank if the participant did not receive a post-test during his/her first year of participation in the program or if the data element does not apply to the individual.   | 000  |                    |    |    |  |    |    |           | R |
| 1809 | Educational Functioning Level (Year #1) | IN 1                       | Record the educational functioning level that is associated with the participant's raw scale score.<br>Record 0 if the participant did not receive a post-test during his/her first year of participation in the program.<br>Leave blank if this data element does not apply to the individual.  | 0 = Not Assessed<br>1 = Beginning ESL Literacy<br>2 = Low Beginning ESL Literacy<br>3 = Beginning ABE Literacy/High Beginning ESL Literacy<br>4 = Beginning Basic Education/Low Intermediate ESL<br>5 = Low Intermediate Basic Education/High Intermediate ESL<br>6 = High Intermediate Basic Education/Advanced ESL<br>7 = Low Adult Secondary Education/Exit ESL<br>8 = High Adult Secondary Education |                    |    |    |  |    |    |           | R |

| No.  | DATA ELEMENT NAME                       | DATA TYPE/<br>FIELD LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS   | CODE VALUE   | WIA Funding Stream |    |    |  |    |    |           |   |
|------|---|----------------------------|---|--|--------------------|----|----|--|----|----|-----------|---|
|      |   |                            |   |  | WIA Adults         |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth |   |
|      |   |                            |   |  | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |   |
| 1810 | Date Administered Post-Test (Year #2)   | DT 8                       | Record the date on which the post-test was administered to the participant during his/her second year of participation in the program. If multiple post-tests were administered, record the most recent date on which the functional area post-test was administered.<br>Leave blank if the participant did not receive a post-test during his/her second year of participation in the program or this data element does not apply to the individual.<br><br>Additional Note: For WISRD Elements #1809-1811, these fields are only reported for youth who remain basic skills deficient and continue to participate in the program for a second full year. At the completion of the second year, the individual should be post-tested and the information reported in these fields. To determine an increase of one or more levels, the individual's post-test scores from the second year in the program will be compared to the scores from the test that was administered at the latest point during the first year. | YYYYMMDD   |                    |    |    |  |    |    |           | R |
| 1811 | Post-Test Score (Year #2)               | IN 3                       | Record the raw scale score achieved by the participant.<br>Leave blank if the participant did not receive a post-test during his/her second year of participation in the program or if the data element does not apply to the individual.   | 000  |                    |    |    |  |    |    |           | R |
| 1812 | Educational Functioning Level (Year #2) | IN 1                       | Record the educational functioning level that is associated with the participant's raw scale score.<br>Record 0 if the participant did not receive a post-test during his/her second year of participation in the program.<br>Leave blank if the data element does not apply to the individual.   | 0 = Not Assessed<br>1 = Beginning ESL Literacy<br>2 = Low Beginning ESL Literacy<br>3 = Beginning ABE Literacy/High Beginning ESL Literacy<br>4 = Beginning Basic Education/Low Intermediate ESL<br>5 = Low Intermediate Basic Education/High Intermediate ESL<br>6 = High Intermediate Basic Education/Advanced ESL<br>7 = Low Adult Secondary Education/Exit ESL<br>8 = High Adult Secondary Education |                    |    |    |  |    |    |           | R |

| No.  | DATA ELEMENT NAME                     | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE | WIA Funding Stream |    |    |   |    |    |              |   |
|------|---------------------------------------|-------------------------------|--|------------|--------------------|----|----|---|----|----|--------------|---|
|      |                                       |                               |  |            | WIA Adults         |    |    | WIA Dislocated<br>Workers<br>Rapid Response<br>NEGs |    |    | WIA<br>Youth |   |
|      |                                       |                               |  |            | SI                 | SC | IT | SI  | SC | IT | 14 - 21      |   |
| 1813 | Date Administered Post-Test (Year #3) | DT 8                          | Record the date on which the post-test was administered to the participant during his/her third year of participation in the program. If multiple post-tests were administered, record the most recent date on which the functional area post-test was administered.<br>Leave blank if the participant did not receive a post-test during his/her third year of participation in the program or the data element does not apply to the individual.<br><br>Additional Note: For WISRD Elements #1812-1814, these fields are only reported for youth who remain basic skills deficient and continue to participate in the program for a third full year. At the completion of the third year, the individual should be post-tested and the information reported in these fields. To determine an increase of one or more levels, the individual's post-test scores from the third year in the program will be compared to the scores from the test that was administered at the completion of the second year. | YYYYMMDD   |                    |    |    |   |    |    |              | R |
| 1814 | Post-Test Score (Year #3)             | IN 3                          | Record the raw scale score achieved by the participant.<br>Record 0 if the participant did not receive a post-test during his/her third year of participation in the program.<br>Leave blank if the data element does not apply to the individual.   | 000        |                    |    |    |   |    |    |              | R |

| No.  | DATA ELEMENT NAME                          | DATA TYPE/<br>FIELD<br>LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE   | WIA Funding Stream |    |    |  |    |    |           |  |                 |
|--|--|-------------------------------|--|--|--------------------|----|----|--|----|----|-----------|--|-----------------|
|  |  |                               |  |  | WIA Adults         |    |    | WIA Dislocated Workers<br>Rapid Response<br>NEGs |    |    | WIA Youth |  |                 |
|  |  |                               |  |  | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |  |                 |
| 1815   | Educational Functioning Level (Year #3)    | IN 1                          | Record the educational functioning level that is associated with the participant's raw scale score. Record 0 if the participant did not receive a post-test during his/her third year of participation in the program. Leave blank if the data element does not apply to the individual.   | 0 = Not Assessed<br>1 = Beginning ESL Literacy<br>2 = Low Beginning ESL Literacy<br>3 = Beginning ABE Literacy/High Beginning ESL Literacy<br>4 = Beginning Basic Education/Low Intermediate ESL<br>5 = Low Intermediate Basic Education/High Intermediate ESL<br>6 = High Intermediate Basic Education/Advanced ESL<br>7 = Low Adult Secondary Education/Exit ESL<br>8 = High Adult Secondary Education |                    |    |    |  |    |    |           |  | R               |
| 1816 to 1843   | Information on Additional Functional Areas |                               | The collection of ABE/ESL assessment data for youth who are basic skills deficient is organized according to the Type of Assessment Test and Functional Area, providing space for the collection of up to 3 annual post-test scores in each functional area. Additional space has been provided on the record layout so that information on youth achievement in more than one functional area (e.g., reading, mathematics) can be reported as needed to fully reflect progress toward literacy or numeracy gains. For example, if the youth is assessed using TABE 9-10 in Reading and Math, data elements 1801-1814 will be used to track achievement in the Reading functional area (if necessary, for up to 3 full years) and then repeat to track achievement in the Math functional area (if necessary, for up to 3 full years) using the additional spaces 1815-1842 provided on the record layout. |  |                    |    |    |  |    |    |           |  | R               |
| <b>Section D.05 - Youth Skill Attainment Goals - Not Required for Common Measure Waiver States</b> |  |                               |  |  |                    |    |    |  |    |    |           |  |                 |
| 1900   | Goal #1 Type                               | IN 1                          | Use the appropriate code to record the type of skill attainment goal. Setting one basic skills goal is required if the younger youth participant is basic literacy skills deficient. Leave blank if this data element does not apply to the individual.  | 1 = Basic Skills<br>2 = Occupational Skills<br>3 = Work Readiness Skills   |                    |    |    |  |    |    |           |  | R <sup>YY</sup> |
| 1901   | Date Goal #1 Was Set                       | DT 8                          | Record the date on which the first goal was set for the younger youth participant. Leave blank if data element does not apply to the individual.   | YYYYMMDD   |                    |    |    |  |    |    |           |  | R <sup>YY</sup> |

| No.  | DATA ELEMENT NAME     | DATA TYPE/<br>FIELD LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS   | CODE VALUE   | WIA Funding Stream |    |    |  |    |    |           |  |                 |
|------|-----------------------|----------------------------|---|--|--------------------|----|----|--|----|----|-----------|--|-----------------|
|      |                       |                            |   |  | WIA Adults         |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth |  |                 |
|      |                       |                            |   |  | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |  |                 |
| 1902 | Attainment of Goal #1 | IN 1                       | Record 1 if the goal was attained. Attainment of a goal is to be based on an individual's assessment using widely accepted and recognized measurement/assessment techniques.<br>Record 2 if the goal was set, but not attained. A goal is not attained when the anniversary date has passed without attainment of the goal. The anniversary date of a goal is the date one year after the date the goal was set.<br>Record 3 if the goal was set, but attainment is pending. This code should not be used after exit. When the younger youth participant exits, this field should be marked with a "1" or "2" for all goals that have been set. Leave blank if this data element does not apply to the individual.  | 1 = Attained<br>2 = Set, but not attained<br>3 = Set, but attainment is pending  |                    |    |    |  |    |    |           |  | R <sup>YY</sup> |
| 1903 | Date Attained Goal #1 | DT 8                       | Record date on which the goal was attained. This date should normally be on or before the one-year anniversary of the date the goal was set. However, it may be later if the younger youth participant had a gap in service where he/she was placed in hold status during which services were not received, but plans to return to the program.<br>Leave blank if this data element does not apply to the individual.   | YYYYMMDD   |                    |    |    |  |    |    |           |  | R <sup>YY</sup> |
| 1904 | Goal #2 Type          | IN 1                       | Use the appropriate code to record the type of skill attainment goal. Setting one basic skills goal is required if the younger youth participant is basic literacy skills deficient.<br>Record 0 if a second goal was not set for the younger youth participant.<br>Leave blank if this data element does not apply to the individual.  | 1 = Basic Skills<br>2 = Occupational Skills<br>3 = Work Readiness Skills<br>0 = 2nd goal not set                                       |                    |    |    |  |    |    |           |  | R <sup>YY</sup> |
| 1905 | Date Goal #2 Was Set  | DT 8                       | Record the date on which the second goal was set for the younger youth participant.<br>Leave blank if no second goal was set or data element does not apply to the individual.  | YYYYMMDD   |                    |    |    |  |    |    |           |  | R <sup>YY</sup> |
| 1906 | Attainment of Goal #2 | IN 1                       | Record 1 if the goal was attained. Attainment of a goal is to be based on an individual's assessment using widely accepted and recognized measurement/assessment techniques.<br>Record 2 if the goal was set, but not attained. A goal is not attained when the anniversary date has passed without attainment of the goal. The anniversary date of a goal is the date one year after the date the goal was set.<br>Record 3 if the goal was set, but attainment is pending. This code should not be used after exit. When the younger youth participant exits, this field should be marked with a "1" or "2" for all goals that have been set.<br>Record 0 if a second goal was not set for the younger youth participant.<br>Leave blank if this data element does not apply to the individual. | 1 = Attained<br>2 = Set, but not attained before 1 year anniversary date<br>3 = Set, but attainment is pending<br>0 = 2nd goal not set |                    |    |    |  |    |    |           |  | R <sup>YY</sup> |
| 1907 | Date Attained Goal #2 | DT 8                       | Record date on which the goal was attained. This date should normally be on or before the one-year anniversary of the date the goal was set. However, it may be later if the younger youth participant had a gap in service where he/she was placed in hold status during which services were not received, but plans to return to the program.<br>Leave blank if no second goal was set, or this data element does not apply to the individual.  | YYYYMMDD   |                    |    |    |  |    |    |           |  | R <sup>YY</sup> |

| No.                                    | DATA ELEMENT NAME                             | DATA TYPE/<br>FIELD LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS  | CODE VALUE   | WIA Funding Stream |    |    |  |    |    |           |  |                 |
|--|---|----------------------------|--|--|--------------------|----|----|--|----|----|-----------|--|-----------------|
|  |   |                            |  |  | WIA Adults         |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth |  |                 |
|  |   |                            |  |  | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |  |                 |
| 1908                                   | Goal #3 Type                                  | IN 1                       | Use the appropriate code to record the type of skill attainment goal. Setting one basic skills goal is required if the younger youth participant is basic literacy skills deficient.<br>Record 0 if a third goal was not set for the younger youth participant.<br>Leave blank if no third goal was set, or this data element does not apply to the individual.  | 1 = Basic Skills<br>2 = Occupational Skills<br>3 = Work Readiness Skills<br>0 = 3rd goal not set                                       |                    |    |    |  |    |    |           |  | R <sup>YY</sup> |
| 1909                                   | Date Goal #3 Was Set                          | DT 8                       | Record the date on which the third goal was set for the younger youth participant.<br>Leave blank if a third goal was not set for the younger youth participant, or this data element does not apply to the individual.  | YYYYMMDD   |                    |    |    |  |    |    |           |  | R <sup>YY</sup> |
| 1910                                   | Attainment of Goal #3                         | IN 1                       | Record 1 if the goal was attained. Attainment of a goal is to be based on an individual's assessment using widely accepted and recognized measurement/assessment techniques.<br>Record 2 if the goal was set, but not attained. A goal is not attained when the anniversary date has passed without attainment of the goal. The anniversary date of a goal is the date one year after the date the goal was set.<br>Record 3 if the goal was set, but attainment is pending. This code should not be used after exit. When the younger youth participant exits, this field should be marked with a "1" or "2" for all goals that have been set.<br>Record 0 if a third goal was not set for the younger youth participant.<br>Leave blank if this data element does not apply to the individual. | 1 = Attained<br>2 = Set, but not attained before 1 year anniversary date<br>3 = Set, but attainment is pending<br>0 = 3rd goal not set |                    |    |    |  |    |    |           |  | R <sup>YY</sup> |
| 1911                                   | Date Attained Goal #3                         | DT 8                       | Record date on which the goal was attained. This date should normally be on or before the one-year anniversary of the date the goal was set. However, it may be later if the younger youth participant had a gap in service where he/she was placed in hold status during which services were not received, but plans to return to the program.<br>Leave blank if no third goal was set, or this data element does not apply to the individual.  | YYYYMMDD   |                    |    |    |  |    |    |           |  | R <sup>YY</sup> |
| 1912                                   | Information on Additional to Youth Goals 1947 |                            | Space is provided in the record layout so that information on additional goals can be reported as needed to fully reflect goals set and attained by each youth. All goals set in the program year and the preceding program year should be reported. States should report all goals set during the youth's period of participation.  |  |                    |    |    |  |    |    |           |  | R <sup>YY</sup> |
| <b>Section E - User Defined Fields</b> |   |                            |  |  |                    |    |    |  |    |    |           |  |                 |
| 2000                                   | WIB Name                                      | AN 75                      | Record the WIB Name from which the individual received services<br><br>Leave blank if this data element does not apply or is unknown   | N/A  |                    |    |    |  |    |    |           |  |                 |
| 2001                                   | Office Name                                   | AN 75                      | Record the Office Name from which the individual received services<br><br>Leave blank if this data element does not apply or is unknown  | N/A  |                    |    |    |  |    |    |           |  |                 |
| 2002                                   | Case Manager                                  | AN 75                      | Record the name of the case manager assigned to the individual<br><br>Leave blank if this data element does not apply or is unknown  | N/A  |                    |    |    |  |    |    |           |  |                 |

| No.   | DATA ELEMENT NAME | DATA TYPE/<br>FIELD LENGTH | DATA ELEMENT DEFINITIONS/INSTRUCTIONS   | CODE VALUE | WIA Funding Stream |    |    |  |    |    |           |  |
|---|-------------------|----------------------------|---|------------|--------------------|----|----|--|----|----|-----------|--|
|   |                   |                            |   |            | WIA Adults         |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth |  |
|   |                   |                            |   |            | SI                 | SC | IT | SI   | SC | IT | 14 - 21   |  |
| 2003  | User Field 1      | AN 75                      | User defined field<br>Leave blank if this data element does not apply or is unknown | N/A        |                    |    |    |  |    |    |           |  |
| 2004  | User Field 2      | AN 75                      | User defined field<br>Leave blank if this data element does not apply or is unknown | N/A        |                    |    |    |  |    |    |           |  |
| <p><b>Definitions:</b><br/> <b>SI:</b> Self-Service and Informational Activities<br/> <b>SC:</b> Staff-Assisted Core Services<br/> <b>I/T:</b> Intensive or Training Services</p> <p>For more information on these definitions see TEGL 17-05 at: <a href="http://wdr.doleta.gov/directives/attach/TEGL17-05.pdf">http://wdr.doleta.gov/directives/attach/TEGL17-05.pdf</a></p> |                   |                            |   |            |                    |    |    |  |    |    |           |  |
| Revision 17   |                   |                            |   |            |                    |    |    |  |    |    |           |  |
|   |                   |                            |   |            |                    |    |    |  |    |    |           |  |
|   |                   |                            |   |            |                    |    |    |  |    |    |           |  |
|   |                   |                            |   |            |                    |    |    |  |    |    |           |  |
|   |                   |                            |   |            |                    |    |    |  |    |    |           |  |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                          | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.) | Additional Edit Checks  |            | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth | Error Messages                     |  |
|--------------------|---------------|---------------|--|-------------------------|--|---|------------|------------|----|----|--|----|----|-----------|------------------------------------|--|
|                    |               |               |  |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)  | Error Type | SI         | SC | IT | SI   | SC | IT | 14 - 21   |                                    |  |
|                    |               |               |  |                         |  |   |            |            |    |    |  |    |    |           |                                    |  |
|                    |               |               | Duplicate Record Detection Logic           |                         |  | A. If multiple records have the same individual identifier (WIASRD 100), then no record can have the same Covered Person Entry Date (WIASRD 306)<br>B. Where the Date of Participation/Date of First Case Management & Reemployment Service (WIASRD 900) is not null: If multiple records have the same Individual Identifier (WIASRD 100), then no record can have a Date of Participation/Date of First Case Management & Reemployment Service (WIASRD 900) or a Date or Exit (WIASRD 901) between the Date of Program Participation and the Date of Exit of any other record with the same Individual Identifier.<br>C. Where the Date of Participation/Date of First Case Management & Reemployment Service (WIASRD 900) is not null: If multiple records have the same Individual Identifier (WIASRD 100), then no record can have a Date of Participation/Date of First Case Management & Reemployment Service (WIASRD 900) or a Date or Exit (WIASRD 901) between the Date of Program Participation and the Date of Exit plus 90 days (inclusive) of any other record with the same Individual Identifier.<br>D. Where the Date of Participation/Date of First Case Management & Reemployment Service (WIASRD 900) is not null: If multiple records have the same Individual Identifier, then only the record with the most recent Date of Participation/Date of First Case Management & Reemployment Service can have a blank Date of Exit. | REJECT     |            |    |    |  |    |    |           |                                    |  |
|                    |               |               | Required Program Funding Stream Edit Logic |                         |  | A. Where the Date of Participation/Date of First Case Management & Reemployment Service (WIASRD 900) is not null: WIASRD 905 (Adult (local formula) ) must be 1 or WIASRD 906 (Dislocated Worker (local formula)) must be 1 or WIASRD 907 (Date of First Youth Service)) must have a valid date or WIASRD 909 (Dislocated Worker (Statewide 15% Activities)) must be 1 or WIASRD 910 (Adult (Statewide 15% Activities)) must be 1 or WIASRD 922 (Rapid Response (Additional Assistance)) must be 1 or WIASRD 923 (NEG Project ID) must not be null.   | REJECT     |            |    |    |  |    |    |           | A. No funding stream is specified. |  |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME  | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.) | Additional Edit Checks   |                             | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEG's |    |    | WIA Youth | Error Messages  |
|--------------------|---------------|---------------|--|-------------------------|--|--|-----------------------------|------------|----|----|---|----|----|-----------|---|
|                    |               |               |  |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)   | Error Type                  | SI         | SC | IT | SI  | SC | IT | 14 - 21   |   |
|                    |               |               |  |                         |  |  |                             |            |    |    |   |    |    |           |   |
|                    |               |               | Required Services Received Edit Logic  |                         |  | A. [WIASRD 1000 (Date of First Self-Services and Informational Activities) must not be null or WIASRD 1002 (Date of First Staff Assisted Core Service) must not be null or WIASRD 1200 (Date of First Intensive Service) must not be null or WIASRD 1209 (Date Entered Training #1) must not be null] if [WIASRD 905 (Adult (local formula)) = 1 or WIASRD 906 (Dislocated Worker (local formula)) = 1 or WIASRD 909 (Dislocated Worker (Statewide 15% Activities)) = 1 or WIASRD 910 (Adult (Statewide 15% Activities)) = 1 or WIASRD 922 (Rapid Response (Additional Assistance)) = 1].<br><br>B. [WIASRD 1402 (Received Searvices through a Disaster National Emergency Grant) must be >0 or WIASRD 1000 (Date of First Self-Services and Informational Activities) must not be null or WIASRD 1002 (Date of First Staff Assisted Core Service) must not be null or WIASRD 1200 (Date of First Intensive Service) must not be null or WIASRD 1209 (Date Entered Training #1) must not be null] if WIASRD 313a (NEG Project ID) is not null. | REJECT                      |            |    |    |   |    |    |           | A. No service listed. Adults and Dislocated Workers must have Received Core Self-Services and Informational Activities, Date of First Staff Assisted Core Service, Date of First Intensive Service, or Date Entered Training.<br><br>B. No service listed. NEG records must have Received Disaster Relief Assistance, Received Core Self-Services and Informational Activities, Date of First Staff Assisted Core Service, Date of First Intensive Service, or Date Entered Training. |
|                    |               |               | Age Edits for Youth and Non-Youth Funding Streams  |                         |  | A. Age for youth funding stream (calculated at the Date of First Youth Service WIASRD 907) cannot be <14 or >21 if WIASRD 907 has a valid date.<br><br>B. Age cannot be <14 or >100 if WIASRD 907 is null and Date of Birth (WIASRD Element 200) is not null.  | A. REJECT<br><br>B. WARNING |            |    |    |   |    |    |           | A. Participant identified as being served by youth funds is not between 14 and 21 years of age on date of first youth service.<br><br>B. Invalid age - Participant cannot be younger than 14 or older than 100 years old at participation.  |
|                    |               |               | Edit Check for Employed, Type of Employment Match, and Wages -- 1st Quarter After Exit Quarter |                         |  | A. If WIASRD 1500 (Employed in 1st Quarter After Exit Quarter) is 3 and WIASRD 1501 (Type of Employment Match 1st Quarter After Exit Quarter) is 6 and WIASRD 1603 (Wages 1st Quarter After Exit Quarter) is 999999.99 and the report quarter is 3 or more quarters after the exit quarter, then change WIASRD 1500 to 2, WIASRD 1501 to 0, and WIASRD 1603 to 0.  | Default WARNING             |            |    |    |   |    |    |           | A. Employment, Type of Employment Match, and Wages 1st Quarter After Exit Quarter cannot be pending when the report quarter is 3 or more quarters after the exit quarter. Values for these fields have been changed to Unemployed.  |
|                    |               |               | Edit Check for Employed, Type of Employment Match, and Wages -- 2nd Quarter After Exit Quarter |                         |  | A. If WIASRD 1507 (Employed in 2nd Quarter After Exit Quarter) is 3 and WIASRD 1508 (Type of Employment Match 2nd Quarter After Exit Quarter) is 6 and WIASRD 1604 (Wages 2nd Quarter After Exit Quarter) is 999999.99 and the report quarter is 4 or more quarters after the exit quarter, then change WIASRD 1507 to 2, WIASRD 1508 to 0, and WIASRD 1604 to 0.  | Default WARNING             |            |    |    |   |    |    |           | A. Employment, Type of Employment Match, and Wages 2nd Quarter After Exit Quarter cannot be pending when the report quarter is 4 or more quarters after the exit quarter. Values for these fields have been changed to Unemployed.  |

| EDRVS Field Number                        | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME  | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.) | Additional Edit Checks  |                            | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth | Error Messages   |
|---|---------------|---------------|--|-------------------------|--|---|----------------------------|------------|----|----|--|----|----|-----------|--|
|   |               |               |  |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)  | Error Type                 | SI         | SC | IT | SI   | SC | IT | 14 - 21   |  |
|   |               |               |  |                         |  |   |                            |            |    |    |  |    |    |           |  |
|   |               |               | Edit Check for Employed, Type of Employment Match, and Wages -- 3rd Quarter After Exit Quarter |                         |  | A. If WIASRD 1509 (Employed in 3rd Quarter After Exit Quarter) is 3 and WIASRD 1510 (Type of Employment Match 3rd Quarter After Exit Quarter) is 6 and WIASRD 1605 (Wages 3rd Quarter After Exit Quarter) is 999999.99 and the report quarter is 5 or more quarters after the exit quarter, then change WIASRD 1509 to 2, WIASRD 1510 to 0, and WIASRD 1605 to 0. | Default WARNING            |            |    |    |  |    |    |           | A. Employment, Type of Employment Match, and Wages 3rd Quarter After Exit Quarter cannot be pending when the report quarter is 5 or more quarters after the exit quarter. Values for these fields have been changed to Unemployed. |
|   |               |               | Edit Check for Employed, Type of Employment Match, and Wages -- 4th Quarter After Exit Quarter |                         |  | A. If WIASRD 1511 (Employed in 4th Quarter After Exit Quarter) is 3 and WIASRD 1512 (Type of Employment Match 4th Quarter After Exit Quarter) is 6 and WIASRD 1606 (Wages 4th Quarter After Exit Quarter) is 999999.99 and the report quarter is 6 or more quarters after the exit quarter, then change WIASRD 1511 to 2, WIASRD 1512 to 0, and WIASRD 1606 to 0. | Default WARNING            |            |    |    |  |    |    |           | A. Employment, Type of Employment Match, and Wages 4th Quarter After Exit Quarter cannot be pending when the report quarter is 6 or more quarters after the exit quarter. Values for these fields have been changed to Unemployed. |
| <b>SECTION A - INDIVIDUAL INFORMATION</b> |               |               |  |                         |  |   |                            |            |    |    |  |    |    |           |  |
| <b>Section A.01: Identifying Data</b>     |               |               |  |                         |  |   |                            |            |    |    |  |    |    |           |  |
| 1   | N/A           | N/A           | OBS Number   | IN 9                    | 000000000<br>(No hyphens)  | A. Mandatory field<br><br>B. Must be unique for each record.  | A. REJECT<br><br>B. REJECT | R          | R  | R  | R  | R  | R  | R         | A. Observation number is missing or invalid.<br><br>B. Observation number is not unique.   |
| 2   | 100           | 101           | Unique Individual Identifier   | AN 12                   | XXXXXXXXXXXX<br>(No Hyphens)<br><br><u>THE SSN CANNOT BE USED or INCLUDED IN WHOLE OR PART IN THIS FIELD</u>                     | A. Mandatory Field  | A. REJECT                  | R          | R  | R  | R  | R  | R  | R         | A. Individual Identifier is missing or invalid.  |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME        | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)  | Additional Edit Checks   |            | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth | Error Messages  |
|--------------------|---------------|---------------|--------------------------|-------------------------|---|--|------------|------------|----|----|--|----|----|-----------|---|
|                    |               |               |                          |                         |   | Edit Check Logic<br>(All references refer to new WIASRD field numbers)                                       | Error Type | SI         | SC | IT | SI   | SC | IT | 14 - 21   |   |
|                    |               |               |                          |                         |   |  |            |            |    |    |  |    |    |           |   |
| 3                  | 101           | New           | State Code of Residence  | AN 2                    | XX<br>Blank = Does Not Apply<br><br>Must be a valid state FIPS Alpha code<br>or<br>If primary domicile is outside the United States, use the following numeric codes:<br>77 = All Other Countries<br>88 = Mexico<br>99 = Canada<br>or<br>For persons on active military duty, states should record the two-letter Air/Army Post Office (APO) or Fleet Post Office (FPO) as defined by the Military Postal Service Agency.<br>AE (ZIPs 09xxx) for Armed Forces Europe which includes Canada, Middle East, and Africa<br>AP (ZIPs 962xx - 966xx) for Armed Forces Pacific<br>AA (ZIPs 340xx) for Armed Forces (Central and South) Americas<br><br>Leave blank if the State FIPS Code is not known for a Covered Entrant or Self Service Participant | A. Mandatory Field if more that self sevice (WIASRD 1001 (Date of First Staff Assisted Service) is not null. | A. REJECT  | O          | R  | R  | O  | R  | R  | R         | A. State Code of Residence should not be null when Date of First Staff Assisted Service is not null |
| 4                  | 102           | New           | County Code of Residence | IN 3                    | 000<br>Blank = Does Not Apply<br><br>If primary domicile is outside the United States, use the following codes:<br>777 = All Other Countries<br>888 = Mexico<br>999 = Canada<br><br>Leave blank if the State FIPS Code is not known for a Covered Entrant or Self Service Participant   | A. Mandatory Field if more that self sevice (WIASRD 1001 (Date of First Staff Assisted Service) is not null. | A. REJECT  | O          | R  | R  | O  | R  | R  | R         | A. County FIPS Code should not be null when Date of First Staff Assisted Service is not null        |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                                     | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)   | Additional Edit Checks   |              | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth | Error Messages  |
|--------------------|---------------|---------------|---|-------------------------|--|--|--------------|------------|----|----|--|----|----|-----------|---|
|                    |               |               |   |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)   | Error Type   | SI         | SC | IT | SI   | SC | IT | 14 - 21   |   |
|                    |               |               |   |                         |  |  |              |            |    |    |  |    |    |           |   |
| 5                  | 103           | New           | Zip Code of Residence                                 | IN 5                    | 00000<br><br>If primary domicile is outside the United States, use the following codes:<br>77777 = All Other Countries<br>88888 = Mexico<br>99999 = Canada<br><br>For persons on active military duty, states should record the zipcode associated with the APO or FPO as defined by the Military Postal Service Agency. | A. Mandatory Field if more that self service (WIASRD 1001 (Date of First Staff Assisted Service) is not null.  | A. REJECT    | O          | R  | R  | O  | R  | R  | R         | A. ZIP Code should not be null when Date of First Staff Assisted Service is not null  |
| 6                  | 104           | New           | Economic/Labor Market Area and Physical Location Code | IN 9                    | 000000000<br>Blank = Does Not Apply<br><br>Leave blank if the State FIPS Code is not known for a Covered Entrant or Self Srvce Participant   | A. Mandatory Field if more that self service (WIASRD 1001 (Date of First Staff Assisted Service) is not null.  | A. REJECT    | O          | R  | R  | O  | R  | R  | R         | A. Economic/Labor Market Area and Physical Location Code should not be null when Date of First Staff Assisted Service is not null   |
| 7                  | 105           | 301           | ETA-Assigned Local Workforce Board/Statewide Code     | IN 5                    | 00000  | A. The last digit of the ETA-assigned Local Board/Statewide code must end in a 0 or 5 if funded with local Adult, Dislocated Worker or Youth funds (WIASRD 905 = 1, WIASRD 906 = 1, or (WIASRD 907 = valid date and and WIASRD 908 [Youth(Statewide 15% Activities)] = 2 or 3).<br><br>B. Cannot have the last three digits end in 000.<br><br>C. If (WIASRD 908 (Youth (Statewide 15% Activities)) = 1 or WIASRD 909 (Dislocated Worker (Statewide 15% Activities)) = 1 or WIASRD 910 (Adult (Statewide 15% Activities)) = 1) and (WIASRD 905 (Adult (Local)) ≠ 1 and WIASRD 906 (Dislocated Worker (Local)) ≠ 1, and (WIASRD 907 (Date of First Youth Service (Statewide 15% Activities)) is not null and WIASRD 908 (Youth (Statewide 15% Activities)) = 1)), then last three digits of the ETA-assigned Local Board/Statewide code must end in 903 | A-G. WARNING | R          | R  | R  | R  | R  | R  | R         | A. The last digit of the ETA-assigned Local Board/Statewide code does not end in a 0 or 5 for participant funded by local Adult, Dislocated Worker or Youth funds.<br><br>B. The ETA-assigned Local Board/Statewide code ends in 000.<br><br>C. The last three digits of the ETA-assigned Local Board/Statewide code does not end in 903 for participant funded only by statewide (15%) Adult, Dislocated Worker, or Youth funds. |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.) | Additional Edit Checks   |            | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEG's |    |    | WIA Youth   | Error Messages |
|--------------------|---------------|---------------|-------------------|-------------------------|--|--|------------|------------|----|----|---|----|----|---|----------------|
|                    |               |               |                   |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)   | Error Type | SI         | SC | IT | SI  | SC | IT | 14 - 21   |                |
|                    |               |               |                   |                         |  |  |            |            |    |    |   |    |    |   |                |
|                    |               |               |                   |                         |  | <p>D. The last three digits of the ETA-assigned Local Board/Statewide code must end in 901 if National Emergency Grant (WIASRD 923 or 924 has a valid four-digit number) but not local or statewide funds--WIASRD 905 [Adult (Local)] ≠ 1, WIASRD 906 [Dislocated Worker (Local)] ≠ 1, and WIASRD 907 (Date of First Youth Service) is null, WIASRD 909 [Dislocated Worker (Statewide (15%) Activities)] ≠ 1, WIASRD 911 [Incumbent Worker (Statewide (15%) Activities)] ≠ 1, and WIASRD 910 [Adult (Statewide (15%) Activities)] ≠ 1.</p> <p>E. The last three digits of the ETA-assigned Local Board/Statewide code must end in 902 if funded with Rapid Response (WIASRD 921 = 1) or Rapid Response (Additional Assistance) (WIASRD 922 = 1), but not local, statewide, or national emergency grants WIASRD 905 [Adult (Local)] ≠ 1, WIASRD 906 [Dislocated Worker (Local)] ≠ 1, and WIASRD 907 (Date Of First Youth Service ) is null, WIASRD 909 [Dislocated Worker (Statewide (15%) Activities)] ≠ 1, WIASRD 911 [Incumbent Worker (Statewide (15%) Activities)] ≠ 1, and WIASRD 910 [Adult (Statewide (15%) Activities)] ≠ 1, and WIASRD 923 (national emergency grant) is blank, and WIASRD 924 (second national emergency grant) is blank</p> |            |            |    |    |   |    |    | <p>D. The last three digits of the ETA-assigned Local Board/Statewide code does not end in 901 for participant funded by National Emergency Grant funds.</p> <p>E. The last three digits of the ETA-assigned Local Board/Statewide code does not end in 902 for participant funded by Rapid Response funds.</p> |                |

| EDRVS Field Number                                 | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME            | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)  | Additional Edit Checks  |             | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth   | Error Messages                            |
|--|---------------|---------------|------------------------------|-------------------------|---|---|-------------|------------|----|----|--|----|----|---|---|
|  |               |               |                              |                         |   | Edit Check Logic<br>(All references refer to new WIASRD field numbers)  | Error Type  | SI         | SC | IT | SI   | SC | IT | 14 - 21   |   |
|  |               |               |                              |                         |   |   |             |            |    |    |  |    |    |   |   |
|  |               |               |                              |                         | F. The last three digits of the ETA-assigned Local Board/Statewide code must end in 903 if funded with Special ETA Project ID (WIASRD 924 = 1) funds, but not local, statewide, national emergency grants or rapid response: WIASRD 905 [Adult (Local)] ≠ 1, WIASRD 906 [Dislocated Worker (Local)] ≠ 1, and WIASRD 907 (Date Of First Youth Service ) is null, WIASRD 909 [Dislocated Worker (Statewide (15% Activities))] ≠ 1, WIASRD 911 [Incumbent Worker (Statewide (15% Activities))] ≠ 1, and WIASRD 910 [Adult (Statewide (15% Activities))] ≠ 1, and WIASRD 923 (national emergency grant) is blank, and WIASRD 924 (second national emergency grant) is blank and WIASRD 921≠ 1 (Rapid Response) or WIASRD 922 ≠ 1 (Rapid Response (Additional Assistance))<br><br>G. Must be greater than 1000 |   |             |            |    |    |  |    |    | F. The last three digits of the ETA-assigned Local Board/Statewide code does not end in 903 for participant funded by Special ETA Project ID funds.<br><br>G. ETA-assigned Local Board/Statewide code is invalid. |   |
| <b>Section A.02: Equal Opportunity Information</b> |               |               |                              |                         |   |   |             |            |    |    |  |    |    |   |   |
| 8  | 200           | 102           | Date of Birth                | DT 8                    | YYYYMMDD<br>Blank = Does Not Apply  | A. IF WIASRD 907 (Date of First Youth Service) is not null, this must be a valid date<br><br>B. Must not be blank if Date of First Intensive Service (WIASRD 1200) is not null or Date Entered Training #1(WIASRD 1209 ) is not null (for Adult, DW, and NEG only). | A/B. REJECT | O          | R  | R  | O  | R  | R  | R   | A/B. Date of Birth is missing or invalid. |
| 9  | 201           | 103           | Gender                       | IN 1                    | 1 = Male<br>2 = Female<br>9 = Participant did not self-identify   | (No Additional Edit Checks)   |             | R          | R  | R  | R  | R  | R  | R   |   |
| 10   | 202           | 104           | Individual with a Disability | IN 1                    | 1 = Yes<br>0 = No<br>9 = Participant did not disclose   | (No Additional Edit Checks)   |             | R          | R  | R  | R  | R  | R  | R   |   |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                        | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)                     | Additional Edit Checks   |                              | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth | Error Messages  |
|--------------------|---------------|---------------|--|-------------------------|--|--|------------------------------|------------|----|----|--|----|----|-----------|---|
|                    |               |               |  |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)   | Error Type                   | SI         | SC | IT | SI   | SC | IT | 14 - 21   |   |
|                    |               |               |  |                         |  |  |                              |            |    |    |  |    |    |           |   |
| 11                 | 203           | New           | Category of Disability                   | IN 1                    | 1 = Physical Impairment<br>2 = Mental Impairment<br>3 = Both Physical and Mental Impairments<br>9 = Participant did not disclose<br>0 = Not Disabled | A. Must be >0 if WIASRD 202 (Individual With a Disability) = 1<br><br>B. Must be 0, 9 or blank if WIASRD 202 (Individual with a Disability) is 0 or 9. | A. WARNING<br><br>B. WARNING | R          | R  | R  | R  | R  | R  | R         | A. Category of Disability must be >0 if WIASRD 202 (Category of Disability) =1<br><br>B. Category of Disability must be < 1 or >3 or blank if WIASRD 202 (Category of Disability) =0 or 9 |
| 12                 | 204           | 105           | Ethnicity Hispanic / Latino              | IN 1                    | 1 = Yes<br>0 = No<br>9 = Participant did not self-identify   | (No Additional Edit Checks)  |                              | R          | R  | R  | R  | R  | R  | R         |   |
| 13                 | 205           | 106           | American Indian / Alaskan Native         | IN 1                    | 1 = Yes<br>0 = No<br>9 = Participant did not self-identify   | (No Additional Edit Checks)  |                              | R          | R  | R  | R  | R  | R  | R         |   |
| 14                 | 206           | 107           | Asian                                    | IN 1                    | 1 = Yes<br>0 = No<br>9 = Participant did not self-identify   | (No Additional Edit Checks)  |                              | R          | R  | R  | R  | R  | R  | R         |   |
| 15                 | 207           | 108           | Black / African American                 | IN 1                    | 1 = Yes<br>0 = No<br>9 = Participant did not self-identify   | (No Additional Edit Checks)  |                              | R          | R  | R  | R  | R  | R  | R         |   |
| 16                 | 208           | 109           | Native Hawaiian / Other Pacific Islander | IN 1                    | 1 = Yes<br>0 = No<br>9 = Participant did not self-identify   | (No Additional Edit Checks)  |                              | R          | R  | R  | R  | R  | R  | R         |   |

| EDRVS Field Number                           | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                  | DATA TYPE/<br>FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)            | Additional Edit Checks  |   | WIA Adults       |                  |                  | WIA Dislocated Workers Rapid Response NEG's |                  |                  | WIA Youth        | Error Messages  |
|--|---------------|---------------|------------------------------------|----------------------------|---|---|---|------------------|------------------|------------------|---|------------------|------------------|------------------|---|
|  |               |               |                                    |                            |   | Edit Check Logic<br>(All references refer to new WIASRD field numbers)  | Error Type                                | SI               | SC               | IT               | SI  | SC               | IT               | 14 - 21          |   |
|  |               |               |                                    |                            |   |   |   |                  |                  |                  |   |                  |                  |                  |   |
| 17   | 209           | 110           | White                              | IN 1                       | 1 = Yes<br>0 = No<br>9 = Participant did not self-identify  | (No Additional Edit Checks)   |   | R                | R                | R                | R   | R                | R                | R                |   |
| <b>Section A.03: Veteran Characteristics</b> |               |               |                                    |                            |   |   |   |                  |                  |                  |   |                  |                  |                  |   |
| 18   | 300           | New           | Veteran Status                     | IN 1                       | 1 = Yes<br>0 = No<br>9 = Status not known   | A. Must be a 1 if WIASRD 301 (Eligible Veteran Status) is 1 or 2  | <b>A. WARNING</b>                         | R                | R                | R                | R   | R                | R                | R                | A. Veteran Status must be 'Yes', if Eligible Veteran is 1 or 2.   |
| 19   | 301           | 111           | Eligible Veteran Status            | IN 1                       | 1 = Yes <=180 days.<br>2 = Yes, Eligible Veteran<br>3 = Yes, Other Eligible Person<br>0 = No<br>Blank = not applicable (Younger Youth only) | A. Must be 2 if WIASRD 302 (Campaign Veteran) is 1.<br>B. Must be 2 if WIASRD 303 (Disabled Veteran) is 1 or 2  | <b>A/B. WARNING</b>                       | R                | R                | R                | R   | R                | R                | R                | A. Eligible Veteran Status must be Yes, Eligible Veteran if Campaign Veteran is Yes.<br>B. Eligible Veteran Status must be Yes, Eligible Veteran if Disabled Veteran is Yes..   |
| 20   | 302           | 112           | Campaign Veteran                   | IN 1                       | 1 = Yes<br>0 = No<br>Blank = not applicable   | A. Must be 1 or 0 if WIASRD 301 (Eligible Veteran Status) is 1 or 2.  | <b>A. WARNING</b>                         | R <sup>VET</sup> | R <sup>VET</sup> | R <sup>VET</sup> | R <sup>VET</sup>                            | R <sup>VET</sup> | R <sup>VET</sup> | R <sup>VET</sup> | A. Campaign Veteran cannot be blank if participant is an Eligible Veteran.  |
| 21   | 303           | 113           | Disabled Veteran                   | IN 1                       | 1 = Yes<br>2 = Yes, special disabled<br>0 = No<br>Blank = Does Not Apply  | A. Must be 1, 2 or 0 if WIASRD 301 (Eligible Veteran Status) is 1 or 2.   | <b>A. WARNING</b>                         | R <sup>VET</sup> | R <sup>VET</sup> | R <sup>VET</sup> | R <sup>VET</sup>                            | R <sup>VET</sup> | R <sup>VET</sup> | R <sup>VET</sup> | A. Disabled Veteran cannot be blank if participant is an Eligible Veteran.  |
| 22   | 304           | New           | Date of Actual Military Separation | DT 8                       | YYYYMMDD<br>Blank = Does Not Apply  | A. Must not be blank if WIASRD 301 (Eligible Veterans Status) is 1 or 2<br><br>B. Must be <= WIASRD 900 (Date of Participation/Date of First Case Management & Reemployment Service) if WIASRD 301 (Eligible Veterans Status) is 1 or 2 | <b>A. REJECT</b><br><br><b>B. WARNING</b> | R <sup>VET</sup> | R <sup>VET</sup> | R <sup>VET</sup> | R <sup>VET</sup>                            | R <sup>VET</sup> | R <sup>VET</sup> | R <sup>VET</sup> | A. Date of Actual Military Separation cannot be blank if Eligible Veterans Status 1 or 2.<br><br>B. Date of Actual Military Separation cannot be >= the Date of Participation/Date of First Case Management & Reemployment Service) if Eligible Veterans Status is 1 or 2 |

| EDRVS Field Number  | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                                | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)                          | Additional Edit Checks  |              | WIA Adults |                  |                  | WIA Dislocated Workers Rapid Response NEG's |                  |                  | WIA Youth        | Error Messages  |
|---|---------------|---------------|--|-------------------------|---|---|--------------|------------|------------------|------------------|---|------------------|------------------|------------------|---|
|   |               |               |  |                         |   | Edit Check Logic<br>(All references refer to new WIASRD field numbers)  | Error Type   | SI         | SC               | IT               | SI  | SC               | IT               | 14 - 21          |   |
|   |               |               |  |                         |   |   |              |            |                  |                  |   |                  |                  |                  |   |
| 23  | 305           | New           | Transitioning Service Member                     | IN 1                    | 1 = Yes<br>0 = No<br>Blank = Does Not Apply   | A. Must be a 1 if WIASRD 304 (Date of Actual Military Separation) is >= WIASRD 900 (Date of Participation/Date of First Case Management & Reemployment Service)   | A. WARNING   | R          | R                | R                | R   | R                | R                | R                | A. TSM cannot be blank based on Date of Actual Military Separation  |
| 24  | 306           | New           | Covered Person Entry Date                        | DT 8                    | YYYYMMDD<br>Blank = Does Not Apply  | A. For those where WIASRD 900 (Date of Participation/Date of First Case Management & Reemployment Service) >= 7/1/2013, must be <= WIASRD 900 (Date of Participation/Date of First Case Management & Reemployment Service)<br><br>B. For those where WIASRD 900 (Date of Participation/Date of First Case Management & Reemployment Service) >= 7/1/2013, cannot be blank if WIASRD 301 (Eligible Veteran Status) 1, 2, or 3. | A/B. REJECT  | R          | R                | R                | R   | R                | R                | R                | A. Covered Person Entry Date cannot be after the Date of Participation/Date of First Case Management & Reemployment Service<br><br>B. Cover Person Entry Date cannot be null if Eligible Veterans status is 1, 2, or 3. |
| 25  | 307           | New           | Date 45 Days Following Covered Person Entry Date | DT 8                    | YYYYMMDD  | A. Must be equal to WIASRD 306 (Covered Person Entry Date) + 45 days.   | A. REJECT    | R          | R                | R                | R   | R                | R                | R                | A. Date 45 Days Following Covered Person Entry Date is not 45 dates after Covered Person Entry Date.  |
| 26  | 308           | New           | TAP Workshop in 3 Prior Years                    | IN 1                    | 1 = Yes<br>0 = No<br>Blank = Does Not Apply   | A. Must be 1 or 0 if WIASRD 304 is three years or less before WIASRD 900 (Date of Participation/Date of First Case Management & Reemployment Service)   | A. WARNING   | R          | R                | R                | R   | R                | R                | R                | A. TAP Workshop cannot be blank based on Date of Actual Military Separation   |
| 27  | 309           | New           | Post 9/11 Veteran                                | IN 1                    | 1 = Yes<br>0 = No<br>Blank = Does Not Apply   | A. Must be a 1 if WIASRD 304 is =>20010911<br><br>B. Must be 0 if WIASRD 304 is <20010911   | A/B. WARNING |            | R <sup>VET</sup> | R <sup>VET</sup> |   | R <sup>VET</sup> | R <sup>VET</sup> | R <sup>VET</sup> | A. Post 9/11 Veteran = 0, but Date of Actual Military Separation is on or after 9/11/2001<br><br>B. Post 9/11 Veteran = 1, but Date of Actual Military Separation is prior to 9/11/2001                                 |
| <b>Section A.04: Employment and Education Information</b> |               |               |  |                         |   |   |              |            |                  |                  |   |                  |                  |                  |   |
| 28  | 400           | 115           | Employment Status at Participation               | IN 1                    | 1 = Employed<br>2 = Employed, but Received Notice of Termination of Employment or Military Separation<br>0 = Not Employed<br>Blank (Covered Entrant Only) | A. Must be 0, 1 or 2 if WIASRD 900 (Date of Participation/Date of First Case Management & Reemployment Service) is not null   | A. REJECT    | R          | R                | R                | R   | R                | R                | R                | A. Employment Status at Participation cannot be null if Date of Participation/Date of First Case Management & Reemployment Service is not null  |
| 29  | 401           | 118           | UC Eligible Status                               | IN 1                    | 1 = Claimant Referred by WPRS<br>2 = Claimant Not Referred by WPRS<br>3 = Exhaustee<br>0 = Neither Claimant nor Exhaustee<br>Blank (Covered Entrant Only) | A. Must be 1, 2, 3, or 0 if WIASRD 1001 (Date of First Staff Assisted Service) is not null.   | A. WARNING   |            | R                | R                |   | R                | R                | R                | A. UC Eligible Status cannot be blank if Date of First Staff Assisted Service is not null   |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME  | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)   | Additional Edit Checks  |                   | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth       | Error Messages   |
|--------------------|---------------|---------------|--|-------------------------|--|---|-------------------|------------|----|----|--|----|----|-----------------|--|
|                    |               |               |  |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)  | Error Type        | SI         | SC | IT | SI   | SC | IT | 14 - 21         |  |
|                    |               |               |  |                         |  |   |                   |            |    |    |  |    |    |                 |  |
| 30                 | 402           | New           | Occupational Code of Most Recent Employment Prior to Participation(if available) | AN 8                    | 00000000<br>Blank = Does Not Apply   | (No Additional Edit Checks)   |                   | O          | R  | R  | O  | R  | R  | R <sup>0Y</sup> |  |
| 31                 | 403           | New           | Industry Code of Employment 1st Qtr Prior to Participation                       | IN 6                    | 000000<br>Blank = Does Not Apply<br>Enter 999999 if 'Wages 1st Quarter Prior to Participation Quarter exist and NAICS Code is not known.   | A. Mandatory Field if WIASRD 1001 (Date of First Staff Assisted Service) is not null and WIASRD 1602 (Wages 1st Quarter Prior to Participation Quarter) is not null   | <b>A. WARNING</b> | O          | R  | R  | O  | R  | R  | R               | A. Industry Code of Employment 1st Qtr Prior to Participation can not be blank if Date of First Staff Assisted Service is not null and Wages 1st Quarter prior to participation are not null |
| 32                 | 404           | New           | Industry Code of Employment 2nd Qtr Prior to Participation                       | IN 6                    | 000000<br>Blank = Does Not Apply<br>Enter 999999 if 'Wages 1st Quarter Prior to Participation Quarter exist and NAICS Code is not known.   | A. Mandatory Field if WIASRD 1001 (Date of First Staff Assisted Service) is not null and WIASRD 1601 (Wages 2nd Quarter Prior to Participation Quarter) is not null   | <b>A. WARNING</b> | O          | R  | R  | O  | R  | R  | R               | A. Industry Code of Employment 1st Qtr Prior to Participation can not be blank if Date of First Staff Assisted Service is not null and Wages 2nd Quarter prior to participation are not null |
| 33                 | 405           | New           | Industry Code of Employment 3rd Qtr Prior to Participation                       | IN 6                    | 000000<br>Blank = Does Not Apply<br>Enter 999999 if 'Wages 1st Quarter Prior to Participation Quarter exist and NAICS Code is not known.   | A. Mandatory Field if WIASRD 1001 (Date of First Staff Assisted Service) is not null and WIASRD 1600 (Wages 3rd Quarter Prior to Participation Quarter) is not null   | <b>A. WARNING</b> | O          | R  | R  | O  | R  | R  | R               | A. Industry Code of Employment 1st Qtr Prior to Participation can not be blank if Date of First Staff Assisted Service is not null and Wages 3rd Quarter prior to participation are not null |
| 34                 | 410           | 122           | Highest School Grade Completed   | IN 2                    | 01 - 12 = Number of elementary/secondary school grades completed<br>13 - 15 = Number of college, or full-time technical or vocational school years completed<br>16 = Bachelor's degree or equivalent<br>17 = Education beyond the Bachelor's degree<br>87 = Attained High School Diploma<br>88 = Attained GED or Equivalent<br>89 = Attained Certificate of Attendance/Completion<br>90 = Attained Other Post-Secondary Degree or Certification<br>91 = Attained Associates Diploma or Degree<br>00 = No school grades completed | (No Additional Edit Checks)   |                   | R          | R  | R  | R  | R  | R  | R               |  |
| 35                 | 411           | 129           | School Status at Participation   | IN 1                    | 1 = In-school, H.S. or less<br>2 = In-school, Alternative School<br>3 = In-school, Post-H.S.<br>4 = Not attending school or H.S. Dropout<br>5 = Not attending school; H.S. graduate  | A. Must be 3 or 5 if WIASRD 410 (Highest School Grade Completed) is 13-17, 87, 88, 90, or 91 if WIASRD 907 (Date of First Youth Service) is not null.<br><br>B. Must be 1, 2, or 4 if WIASRD 410 (Highest School Grade Completed) is 00-12 if WIASRD 907 (Date of First Youth Service) is not null. | <b>A. REJECT</b>  | R          | R  | R  | R  | R  | R  | R               | A. School Status at Participation and Highest Grade Completed values are contradictory.<br><br>B. School Status at Participation and Highest Grade Completed values are contradictory.       |

Section A.05: Migrant and Seasonal Farmworker Characteristics

| EDRVS Field Number   | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME  | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.) | Additional Edit Checks   |            | WIA Adults |                 |                 | WIA Dislocated Workers Rapid Response NEGs |                 |                 | WIA Youth       | Error Messages   |
|--|---------------|---------------|--|-------------------------|--|--|------------|------------|-----------------|-----------------|--|-----------------|-----------------|-----------------|--|
|  |               |               |  |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)   | Error Type | SI         | SC              | IT              | SI   | SC              | IT              | 14 - 21         |  |
|  |               |               |  |                         |  |  |            |            |                 |                 |  |                 |                 |                 |  |
| 36   | 500           | New           | Farmworker Status  | IN 1                    | 1 = Farmworker<br>2 = Migrant<br>3 = Migrant Farmworker<br>0 = No<br>Blank = Does Not Apply                                      | A. Mandatory Field if WIASRD 1001 (Date of First Staff Assisted Service) is not null.  | A. WARNING |            | R               | R               |  | R               | R               | R               | A. Farmworker Status cannot be null if Date of First Staff Assisted Service is not null  |
| 37   | 501           | New           | Type of Qualifying Farmwork  | IN 1                    | 1 = Agricultural Production and Services<br>2 = Food Processing Establishments<br>Blank = Does Not Apply                         | A. WIASRD 501 (Type of Qualifying Farmwork) must be 1 or 2 if WIASRD 500 (Farmworker Status) > 0.  | A. WARNING |            | R <sup>FW</sup> | R <sup>FW</sup> |  | R <sup>FW</sup> | R <sup>FW</sup> | R <sup>FW</sup> | Type of Qualified Farmwork cannot be blank if Farmworker Status is 1, 2, or 3.   |
| <b>Section A.06: Public Assistance Information</b>         |               |               |  |                         |  |  |            |            |                 |                 |  |                 |                 |                 |  |
| 38   | 600           | 120           | Temporary Assistance to Needy Families (TANF)                                    | IN 1                    | 1 = Yes<br>0 = No<br>Blank = Does Not Apply  | A. Mandatory Field if WIASRD 907 (Date of First Youth Service) is not null or ((WIASRD 905 = 1 (Adult (Local)) or WIASRD 910 (Adult Statewide (15%) = 1) and (WIASRD 1200 (Date of First Intensive Service) is not null or WIASRD 1208 (Date Entered Training Services #1) is not null)) | A. WARNING |            |                 | R               |  |                 |                 | R               | A. Temporary Assistance to Need Families cannot be blank if Date of First Youth Service is not null or if Adult (Local) = 1 or Adult Statewide (15%) = 1 and Date of First Intensive Service is not null or Date of Entered Training #1 is not null    |
| 39   | 601           | New           | Supplemental Security Income (SSI) / Social Security Disability Insurance (SSDI) | IN 1                    | 1 = SSI<br>2 = SSDI<br>3 = Both<br>0 = No<br>Blank = Does Not Apply  | A. Mandatory Field if WIASRD 1001 (Date of First Staff Assisted Service) is not null.  | A. WARNING |            | R               | R               |  | R               | R               | R               | A. Supplemental Security Income (SSI) / Social Security Disability Insurance (SSDI) cannot be blank if Date of First Staff Assisted Service is not null  |
| 40   | 602           | 121           | Other Public Assistance Recipient  | IN 1                    | 1 = Yes<br>0 = No<br>Blank = Does Not Apply  | A. Mandatory Field if WIASRD 907 (Date of First Youth Service) is not null or ((WIASRD 905 = 1 (Adult (Local)) or WIASRD 910 (Adult Statewide (15%) = 1) and (WIASRD 1200 (Date of First Intensive Service) is not null or WIASRD 1208 (Date Entered Training Services #1) is not null)) | A. WARNING |            |                 | R               |  |                 |                 | R               | A. Other Public Assistance Recipient cannot be blank if Date of First Youth Service is not null or if Adult (Local) = 1 or Adult Statewide (15%) = 1 and Date of First Intensive Service is not null or Date of Entered Training #1 is not null        |
| <b>Section A.07: Additional Reportable Characteristics</b> |               |               |  |                         |  |  |            |            |                 |                 |  |                 |                 |                 |  |
| 41   | 700           | 125           | Homeless Individual and/or runaway youth   | IN 1                    | 1 = Yes<br>0 = No<br>Blank = Does Not Apply  | A. Mandatory Field if WIASRD 907 (Date of First Youth Service) is not null or ((WIASRD 905 = 1 (Adult (Local)) or WIASRD 910 (Adult Statewide (15%) = 1) and (WIASRD 1200 (Date of First Intensive Service) is not null or WIASRD 1208 (Date Entered Training Services #1) is not null)) | A. WARNING |            |                 | R               |  |                 |                 | R               | A. Homeless Individual and/or Runaway Youth cannot be blank if Date of First Youth Service is not null or if Adult (Local) = 1 or Adult Statewide (15%) = 1 and Date of First Intensive Service is not null or Date of Entered Training #1 is not null |

| EDRVS Field Number                                    | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                     | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.) | Additional Edit Checks<br>Edit Check Logic<br>(All references refer to new WIASRD field numbers)  | Error Type | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth | Error Messages  |
|---|---------------|---------------|---------------------------------------|-------------------------|--|---|------------|------------|----|----|--|----|----|-----------|---|
|   |               |               |                                       |                         |  |   |            | SI         | SC | IT | SI   | SC | IT | 14 - 21   |   |
|   |               |               |                                       |                         |  |   |            |            |    |    |  |    |    |           |   |
| 42  | 701           | 126           | Offender                              | IN 1                    | 1 = Yes<br>0 = No<br>Blank = Does Not Apply  | A. Mandatory Field if WIASRD 907 (Date of First Youth Service) is not null or ((WIASRD 905 = 1 (Adult (Local)) or WIASRD 910 (Adult Statewide (15%) = 1) and (WIASRD 1200 (Date of First Intensive Service) is not null or WIASRD 1208 (Date Entered Training Services #1) is not null))  | A. WARNING |            |    | R  |  |    |    | R         | A. Offender cannot be blank if Date of First Youth Service is not null or if Adult (Local) = 1 or Adult Statwide (15%) = 1 and Date of First Intensive Service is not null or Date of Entered Training #1 is not null   |
| 43  | 702           | 119           | Low Income                            | IN 1                    | 1 = Yes<br>0 = No<br>Blank = Does Not Apply  | A. Mandatory Field if more that self sevice (WIASRD 1001 (Date of First Staff Assisted Service) is not null.  | A. WARNING |            | R  | R  |  | R  | R  | R         | A. 'Low Income cannot be blank if Date of First Staff Assisted Service is not null  |
| 44  | 703           | 116           | Limited English Language Proficiency  | IN 1                    | 1 = Yes<br>0 = No<br>Blank = Does Not Apply  | A. Mandatory Field if more that self sevice (WIASRD 1001 (Date of First Staff Assisted Service) is not null.  | A. WARNING |            | R  | R  |  | R  | R  | R         | A. Limited English Language Proficiency cannot be blank if Date of First Staff Assisted Service is not null   |
| 45  | 704           | 117           | Single Parent                         | IN 1                    | 1 = Yes<br>0 = No<br>Blank = Does Not Apply  | A. Mandatory Field if (WIASRD 907 (Date of First Youth Service) is not null or (WIASRD 905 = 1 (Adult (Local)) or WIASRD 910 (Adult Statewide (15%)) = 1 or WIASRD 906 (Dislocated Worker) = 1 or WIASRD 909 (Dislocated Worker (Statewide 15%)) and (WIASRD 1200 (Date of First Intensive Service) is not null or WIASRD 1208 (Date Entered Training Services #1) is not null) | A. WARNING |            |    | R  |  |    | R  | R         |   |
| 46  | 705           | 123           | Displaced Homemaker                   | IN 1                    | 1 = Yes<br>0 = No<br>Blank = Does Not Apply  | A. Mandatory Field if WIASRD 1001 (Date of First Staff Assisted Service) is not null and (WIASRD 906 (Dislocated Worker) = 1 or WIASRD 909 (Dislocated Worker (Statewide 15%)) = 1).  | A. WARNING |            |    |    |  | R  | R  |           | A, Displaced Homemaker cannot be blank if Date of First Staff Assisted Service is not null and Dislocated Worker (Local) is not null or Dislocated Worker (Statewide 15%) is not null   |
| 47  | 706           | New           | Date of Actual Dislocation            | DT 8                    | YYYYMMDD<br>Blank = Does Not Apply   | A. Mandatory Field if (WIASRD 1001 (Date of First Staff Assisted Service) is not null and WIASRD 906 (Dislocated Worker) = 1 or WIASRD 909 (Dislocated Worker (Statewide 15%)) = 1 or WIASRD 921 (Rapid Response) = 1 or WIASRD 922 (Rapid Response Additional Assistance) = 1 or WIASRD 924 ( NEG Project ID) is not null)   | A. REJECT  |            |    |    |  | R  | R  |           | A. Date of Actual Dislocation cannot be blank if Date of First Staff Assisted Service is not null and Dislocated Worker (Local) is not null or Dislocated Worker (Statewide 15%) is not null or Rapid Response is not null or Rapid Response Additional Assistance is not null or NEG Project ID is not blank |
| <b>Section A.08: Additional Youth Characteristics</b> |               |               |                                       |                         |  |   |            |            |    |    |  |    |    |           |   |
| 48  | 800           | 127           | Pregnant or Parenting Youth           | IN 1                    | 1 = Yes<br>0 = No<br>Blank = Does Not Apply  | A. Mandatory Field if WIASRD 907 (Date of First Youth Service) is not null.   | A. WARNING |            |    |    |  |    |    | R         | A. Pregnant or Parenting Youth cannot be blank if Date of First Youth Service is not null   |
| 49  | 801           | 128           | Youth Who Needs Additional Assistance | IN 1                    | 1 = Yes<br>0 = No<br>Blank = Does Not Apply  | A. Mandatory Field if WIASRD 907 (Date of First Youth Service) is not null.   | A. WARNING |            |    |    |  |    |    | R         | A. Pregnant or Parenting Youth cannot be blank if Date of First Youth Service is not null   |

| EDRVS Field Number   | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME  | DATA TYPE/<br>FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.) | Additional Edit Checks  |  | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth | Error Messages  |
|--|---------------|---------------|--|----------------------------|--|---|--|------------|----|----|--|----|----|-----------|---|
|  |               |               |  |                            |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)  | Error Type                                   | SI         | SC | IT | SI   | SC | IT | 14 - 21   |   |
|  |               |               |  |                            |  |   |  |            |    |    |  |    |    |           |   |
| 50   | 802           | 130           | Basic Literacy Skills Deficiency   | IN 1                       | 1 = Yes<br>0 = No<br>Blank = Does Not Apply  | A. Mandatory Field if WIASRD 907 (Date of First Youth Service) is not null.   | A. WARNING                                   |            |    |    |  |    |    | R         | A. Pregnant or Parenting Youth cannot be blank if Date of First Youth Service is not null   |
| 51   | 803           | 131           | Foster Care Youth  | IN 1                       | 1 = Yes<br>0 = No<br>Blank = Does Not Apply  | A. Mandatory Field if WIASRD 907 (Date of First Youth Service) is not null.   | A. WARNING                                   |            |    |    |  |    |    | R         | A. Pregnant or Parenting Youth cannot be blank if Date of First Youth Service is not null   |
| <b>SECTION B - AMERICAN JOB CENTER PROGRAM PARTICIPATION INFORMATION</b> |               |               |  |                            |  |   |  |            |    |    |  |    |    |           |   |
| 52   | 900           | 302           | Date of Participation/Date of First Case Management & Reemployment Service | DT 8                       | YYYYMMDD   | A. Mandatory field unless WIASRD 306 (Covered Person Entrant Date) is not null and WIASRD 301 (Eligible Veteran Status) is 1, 2 or 3.   | A. REJECT                                    | R          | R  | R  | R  | R  | R  | R         |   |
| 53   | 901           | 303           | Date of Exit   | DT 8                       | YYYYMMDD   | A. Must be null or >= WIASRD 900 (Date of Participation/Date of First Case Management & Reemployment Service)<br><br>B. If WIASRD 971 (Other Reasons for Exit) = 1-6, then WIASRD901 (Date of Exit) must be >= WIASRD 900 (Date of Participation/Date of First Case Management & Reemployment Service)<br><br>C. Must be <= Report Due Date | A. REJECT<br><br>B. REJECT<br><br>C. WARNING | R          | R  | R  | R  | R  | R  | R         | A. Exit Date must occur on or after the Date of Participation/Date of First Case Management & Reemployment Service<br><br>B. If Other Reason for Exit is not null, then Date of Exit cannot be blank.<br><br>C. Date of Exit occurs after the reporting period. |
| 54   | 905           | 304           | Adult (local formula)  | IN 1                       | 1 = Yes<br>0 = No<br>9 = Unknown<br>Blank or 0 = Dislocated Worker/NEG or Youth only   | (No Additional Edit Checks)   |  | R          | R  | R  |  |    |    |           |   |
| 55   | 906           | 305           | Dislocated Worker (local formula)  | IN 1                       | 1 = Yes<br>0 = No<br>9 = Unknown<br>Blank or 0 = Adult or Youth only   | (No Additional Edit Checks)   |  |            |    |    | R  | R  | R  |           |   |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                            | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values (EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)  | Additional Edit Checks  |   | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth | Error Messages   |
|--------------------|---------------|---------------|--|-------------------------|--|---|---|------------|----|----|--|----|----|-----------|--|
|                    |               |               |  |                         |  | Edit Check Logic (All references refer to new WIASRD field numbers)   | Error Type  | SI         | SC | IT | SI   | SC | IT | 14 - 21   |  |
|                    |               |               |  |                         |  |   |   |            |    |    |  |    |    |           |  |
| 56                 | 907           | 306           | Date of First WIA Youth Service              | DT 8                    | YYYYMMDD   | A. Must be >= WIASRD 900 (Date or Program Participation) or null<br>B. Must be <= WIASRD 901 (Date of Exit) or null<br>C. If WIASRD 908 (Youth (Statewide 15% Activities) = 1 or 2, then this must = a Valid Date<br>D. If any element WIASRD 1301 through WIASRD 1308 contains a valid date, this must be a valid date | A. REJECT<br>B. REJECT<br>C. REJECT<br>D. WARNING |            |    |    |  |    |    | R         | A. First WIA Youth Date must be on or after the First Date of Program Participation<br>B. First WIA Youth Date must be on or before the Date of Exit<br>C. Cannot be null if Youth Statewide Activities is 1 or 2.<br>D. If any youth services is identified, First WIA Youth Date cannot be null. |
| 57                 | 908           | 307           | Youth (Statewide 15% Activities)             | IN 1                    | 1 = Yes, Statewide 15% only<br>2 = Yes, Both Statewide 15% and Local Formula<br>0 = No, Did Not Receive Statewide 15% funded services<br>9 = Unknown<br>Blank or 0 = Adult or dislocated worker/NEG only | A. Must be 0,1, or 2, if WIASRD 907 (Date of First Youth WIA Service) is not null.  |   |            |    |    |  |    |    | R         | A. Youth (Statewide 15%) must be 0, 1 or 2 if Date of First WIA Youth Service has a valid date.  |
| 58                 | 909           | 308           | Dislocated Worker (Statewide 15% Activities) | IN 1                    | 1 = Yes<br>0 = No<br>9 = Unknown<br>Blank or 0 = Adult or Youth only   | (No Additional Edit Checks)   |   |            |    | R  | R  | R  |    |           |  |
| 59                 | 910           | 310           | Adult (Statewide 15% Activities)             | IN 1                    | 1 = Yes<br>0 = No<br>9 = Unknown<br>Blank or 0 = Dislocated Worker/NEG or Youth only   | (No Additional Edit Checks)   |   | R          | R  | R  |  |    |    |           |  |
| 60                 | 911           | 309           | Incumbent Worker (Statewide 15% Activities)  | IN 1                    | 1 = Statewide 15% only<br>2 = Local Formula only (waiver)<br>3 = Both 15% and Local Formula<br>0 = No  | (No Additional Edit Checks)   |   |            | R  | R  |  | R  | R  | R         |  |
| 61                 | 921           | 311           | Rapid Response                               | IN 1                    | 1 = Yes<br>0 = No<br>9 = Unknown<br>Blank or 0 = Adult or Youth only   | A. If WIASRD 906 (Dislocated Worker Local) = 1 OR WIASRD 909 (Dislocated Worker Statewide) = 1, then this must be 1 or 0.   | A. REJECT   |            |    |    | R  | R  | R  |           | A. If a participant has received services via Dislocated Worker funds, this element cannot be null or unknown.   |
| 62                 | 922           | 312           | Rapid Response (Additional Assistance)       | IN 1                    | 1 = Yes<br>0 = No<br>9 = Unknown<br>Blank or 0 = Adult or Youth only   | A. If WIASRD 906 (Dislocated Worker Local) = 1 OR WIASRD 909 (Dislocated Worker Statewide) = 1, then this must be 1 or 0.   | A. REJECT   |            |    |    | R  | R  | R  |           | A. If a participant has received services via Dislocated Worker funds, this element cannot be null or unknown.   |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                   | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.) | Additional Edit Checks   |            | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth | Error Messages   |
|--------------------|---------------|---------------|-------------------------------------|-------------------------|--|--|------------|------------|----|----|--|----|----|-----------|--|
|                    |               |               |                                     |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)                   | Error Type | SI         | SC | IT | SI   | SC | IT | 14 - 21   |  |
| 63                 | 923           | 313a          | NEG Project ID                      | AN 4                    | XXXX<br>Blank or 0000 = no services received   | (No Additional Edit Checks)  |            |            |    |    | R  | R  | R  |           |  |
| 64                 | 924           | 313b          | Second NEG Project ID               | AN 4                    | XXXX<br>Blank or 0000 = no services received   | If WIASRD 923 (NEG Project ID) = null or 0000, then this must = null or 0000             | A. REJECT  |            |    |    | R  | R  | R  |           | A. If there is only one NEG project ID, please place this value in the NEG Project #1 field (923).                   |
| 65                 | 925           | New           | Special ETA Project ID              | AN 4                    | XXXX<br>Blank or 0000 = no services received   | A. Must be a valid four character identifier issued by ETA or null                       | A. REJECT  | R          | R  | R  | R  | R  | R  | R         | A. The Special Program Identifier provided is invalid.. Please contact ETA for valid values or leave field 91 blank. |
| 66                 | 926           | New           | Rapid Response Event Number         | AN 12                   | XXXXXXXXXXXX   | LEAVE ELEMENT BLANK PENDING FURTHER INSTRUCTION FROM ETA.<br>(No Additional Edit Checks) |            |            |    |    | R  | R  | R  |           |  |
| 67                 | 936           | 314           | Adult Education                     | IN 1                    | 1 = Yes<br>0 = No<br>9 = Unknown<br>Blank or 0 = no services received  | (No Additional Edit Checks)  |            |            |    | O  | O  | O  | O  | O         |  |
| 68                 | 937           | 315           | Job Corps                           | IN 1                    | 1 = Yes<br>0 = No<br>9 = Unknown<br>Blank or 0 = no services received  | (No Additional Edit Checks)  |            |            |    | R  | R  | R  | R  | R         |  |
| 69                 | 938           | 316           | National Farmworker Jobs Program    | IN 1                    | 1 = Yes<br>0 = No<br>9 = Unknown<br>Blank or 0 = no services received  | (No Additional Edit Checks)  |            |            |    | R  | R  | R  | R  | R         |  |
| 70                 | 939           | 317           | Indian and Native American Programs | IN 1                    | 1 = Yes<br>0 = No<br>9 = Unknown<br>Blank or 0 = no services received  | (No Additional Edit Checks)  |            |            |    | R  | R  | R  | R  | R         |  |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                  | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)  | Additional Edit Checks   |            | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth       | Error Messages |
|--------------------|---------------|---------------|------------------------------------|-------------------------|---|--|------------|------------|----|----|--|----|----|-----------------|----------------|
|                    |               |               |                                    |                         |   | Edit Check Logic<br>(All references refer to new WIASRD field numbers) | Error Type | SI         | SC | IT | SI   | SC | IT | 14 - 21         |                |
|                    |               |               |                                    |                         |   |  |            |            |    |    |  |    |    |                 |                |
| 71                 | 940           | 318           | Veterans' Programs                 | IN 1                    | 1 = Yes, Both LVER and DVOP<br>2 = Yes, LVER Only<br>3 = Yes, DVOP Only<br>4 = Yes, VWIP Only<br>5 = Yes, Both LVER and DVOP and VWIP<br>6 = Yes, LVER Only and VWIP<br>7 = Yes, DVOP Only and VWIP<br>0 = No<br>9 = Unknown<br>Blank or 0 = no services received | (No Additional Edit Checks)  |            |            | R  | R  |  |    | R  | R <sup>0Y</sup> |                |
| 72                 | 941           | 319           | Trade Adjustment Assistance (TAA)  | IN 1                    | 1 = TAA<br>2 = NAFTA-TAA<br>3 = Both TAA and NAFTA-TAA<br>0 = No<br>9 = Unknown<br>Blank or 0 = no services received  | (No Additional Edit Checks)  |            |            | R  | R  | R  | R  | R  | R               |                |
| 73                 | 943           | 320           | Vocational Education               | IN 1                    | 1 = Yes<br>0 = No<br>9 = Unknown<br>Blank or 0 = no services received   | (No Additional Edit Checks)  |            |            | O  | O  | O  | O  | O  | O               |                |
| 74                 | 944           | 321           | Vocational Rehabilitation          | IN 1                    | 1 = Yes<br>2 = VR&E<br>3 = Both VR and VR&E<br>0 = No<br>9 = Unknown<br>Blank or 0 = no services received   | (No Additional Edit Checks)  |            |            | O  | O  | O  | O  | O  | O               |                |
| 75                 | 951           | 322           | Wagner-Peyser Act                  | IN 1                    | 1 = Yes<br>0 = No<br>9 = Unknown<br>Blank or 0 = no services received   | (No Additional Edit Checks)  |            |            | R  | R  | R  | R  | R  | R               |                |
| 76                 | 952           | New           | Referred from Wagner-Peyser to WIA | IN 1                    | 1 = Yes<br>0 = No<br>9 = Unknown<br>Blank or 0 = no services received   | (No Additional Edit Checks)  |            |            |    | R  | R  |    | R  | R               |                |
| 77                 | 953           | 323           | YouthBuild                         | IN 1                    | 1 = Yes<br>0 = No<br>9 = Unknown<br>Blank or 0 = no services received   | (No Additional Edit Checks)  |            |            | R  | R  | R  | R  | R  | R               |                |
| 78                 | 954           | 324           | Title V Older Worker Program       | IN 1                    | 1 = Yes<br>0 = No<br>9 = Unknown<br>Blank or 0 = no services received   | (No Additional Edit Checks)  |            |            | R  | R  | R  | R  | R  | R               |                |

| EDRVS Field Number   | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME   | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)   | Additional Edit Checks   |   | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth | Error Messages   |
|--|---------------|---------------|---|-------------------------|--|--|---|------------|----|----|--|----|----|-----------|--|
|  |               |               |   |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)   | Error Type  | SI         | SC | IT | SI   | SC | IT | 14 - 21   |  |
| 79   | 955           | 325           | Employment and Training Services Related to Food Stamps   | IN 1                    | 1 = Yes<br>0 = No<br>9 = Unknown<br>Blank or 0 = no services received  | (No Additional Edit Checks)  |   | O          | O  | O  | O  | O  | O  | O         |  |
| 80   | 956           | 326           | Other WIA or Non-WIA Programs   | IN 1                    | 1 = Yes, Other WIA or Non-WIA Programs<br>2= Yes, ARRA<br>3= Yes, Both Other WIA or Non-WIA Programs and ARRA<br>0 = No<br>Blank or 0 = no services received   | (No Additional Edit Checks)  |   | O          | O  | O  | O  | O  | O  | O         |  |
| 81   | 971           | 327           | Other Reasons for Exit (at time of exit or during 3-quarter measurement period following the quarter of exit) | IN 2                    | 01 = Institutionalized<br>02 = Health/Medical<br>03 = Deceased<br>04 = Family Care<br>05 = Reserve Forces Called to Active Duty<br>06 = Relocated to Mandated Residential Program<br>97 = WIA Youth who meet criteria for exclusion from WIA Youth Performance Measures<br>98 = Retirement<br>99 = Not a Valid SSN<br>00 = Other | A. If WIASRD 901 (Date of Exit) = null, this must = null, 00, or 99  | <b>A. REJECT</b>  | O          | R  | R  | O  | R  | R  | R         | A. If an exclusionary exit reason exists, there must also be an associated Date of Exit.   |
| <b>SECTION C - AMERICAN JOB CENTER SERVICES AND ACTIVITIES</b> |               |               |   |                         |  |  |   |            |    |    |  |    |    |           |  |
| <b>Section C.01 - General Service Overview</b>                 |               |               |   |                         |  |  |   |            |    |    |  |    |    |           |  |
| 82   | 1000          | New           | Date of First Self-Service  | DT 8                    | YYYYMMDD<br>Blank = no services received   | A. Must be >= WIASRD 900 (Date of Participation/Date of First Case Management & Reemployment Service)<br><br>B. Must be <= WIASRD 901 (Date of Exit) if WIASRD 901 (Date of Exit) is not blank<br><br>C. Cannot be blank if WIASRD 1002 (Most Recent Date Received self-services) has a valid date                                 | <b>A. REJECT</b><br><br><b>B. REJECT</b><br><br><b>C. WARNING</b> | R          | R  | R  | R  | R  | R  |           | A/B. Date of First Self Service must be between the Date of Participation/Date of First Case Management & Reemployment Service and the Date of Exit.<br><br>C. There must be a valid date for this field if Most Recent Date Received Self-Services contains a valid date.                   |
| 83   | 1001          | New           | Date of First Staff-Assisted Service  | DT 8                    | YYYYMMDD<br>Blank = no services received   | A. Must be >= WIASRD 900 (Date of Participation/Date of First Case Management & Reemployment Service)<br><br>B. Must be <= WIASRD 901 (Date of Exit) if WIASRD 901 (Date of Exit) is not blank<br><br>C. Cannot be blank if WIASRD 1003, WIASRD 1020, WIASRD 1023 through WIASRD 1027, WIASRD 1201 or WIASRD 1208 has a valid date | <b>A. REJECT</b><br><br><b>B. REJECT</b><br><br><b>C. WARNING</b> |            | R  | R  |  | R  | R  | R         | A/B. Date of First Staff Assisted Service must be between the Date of Participation/Date of First Case Management & Reemployment Service and the Date of Exit.<br><br>C. There must be a valid date for this field if any field pertaining to staff-assisted services contains a valid date. |

| EDRVS Field Number                  | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME   | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.) | Additional Edit Checks  |   | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth | Error Messages   |
|-------------------------------------|---------------|---------------|---|-------------------------|--|---|---|------------|----|----|--|----|----|-----------|--|
|                                     |               |               |   |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)  | Error Type  | SI         | SC | IT | SI   | SC | IT | 14 - 21   |  |
|                                     |               |               |   |                         |  |   |   |            |    |    |  |    |    |           |  |
| 84                                  | 1002          | New           | Most Recent Date Received Self-Services                           | DT 8                    | YYYYMMDD<br>Blank = no services received   | A. Must be >= WIASRD 900 (Date of Participation/Date of First Case Management & Reemployment Service)<br>B. Must be <= WIASRD 901 (Date of Exit) if WIASRD 901 (Date of Exit) is not blank<br>C. Cannot be blank if WIASRD 1000 (Date of First Self-Service) has a valid date<br>D. Must be >= WIASRD 1000 (Date of First Self Service) | A. REJECT<br>B. REJECT<br>C. WARNING<br>D. REJECT | R          |    |    | R  |    |    |           | A/B. Most Recent Date Self Service must be between the Date of Participation/Date of First Case Management & Reemployment Service and the Date of Exit.<br>C. There must be a valid date for this field if Date of First Self-Services contains a valid date.<br>D. Most Recent Date Received Self-Services Service must be on or after the Date of First Intensive Service. |
| 85                                  | 1003          | New           | Most Recent Date Received Staff-Assisted Services                 | DT 8                    | YYYYMMDD<br>Blank = no services received   | A. Must be >= WIASRD 900 (Date of Participation/Date of First Case Management & Reemployment Service)<br>B. Must be <= WIASRD 901 (Date of Exit) if WIASRD 901 (Date of Exit) is not blank<br>C. Cannot be blank if WIASRD 1001 (Date of First Staff-Assisted Service) has a valid date   | A. REJECT<br>B. REJECT<br>C. WARNING              |            | R  | R  |  | R  | R  | R         | A/B. Date of Most Recent Staff Assited must be between the Date of Participation/Date of First Case Management & Reemployment Service and the Date of Exit.<br>C. There must be a valid date for this field if First Date Received Staff-Assisted Services contains a valid date.  |
| <b>Section C.02 - Core Services</b> |               |               |   |                         |  |   |   |            |    |    |  |    |    |           |  |
| 86                                  | 1020          | 332           | Date of First Staff-Assisted Core Service                         | DT 8                    | YYYYMMDD<br>Blank = no services received   | A. Must be >= WIASRD 900 (Date of Participation/Date of First Case Management & Reemployment Service)<br>B. Must be <= WIASRD 901 (Date of Exit) if WIASRD 901 (Date of Exit) is not blank  | A/B. REJECT                                       |            | R  | R  |  | R  | R  |           | A/B. Date of First Staff-Assisted Core Service must be between the Date of Participation/Date of First Case Management & Reemployment Service and the Date of Exit.  |
| 87                                  | 1022          | 333           | Most Recent Date Received Self-Services/ Informational Activities | DT 8                    | YYYYMMDD<br>Blank = no services received   | A. Must be >= WIASRD 900 (Date of Participation/Date of First Case Management & Reemployment Service)<br>B. Must be <= WIASRD 901 (Date of Exit) if WIASRD 901 (Date of Exit) is not blank  | A/B. REJECT                                       | R          | R  | R  | R  | R  | R  |           | A/B. Most Recent Date Received Self-Services/ Informational Activities must be between the Date of Participation/Date of First Case Management & Reemployment Servicen and the Date of Exit.   |
| 88                                  | 1023          | New           | Most Recent Date Received Career Guidance Services                | DT 8                    | YYYYMMDD<br>Blank = no services received   | A. Must be >= WIASRD 900 (Date of Participation/Date of First Case Management & Reemployment Service)<br>B. Must be <= WIASRD 901 (Date of Exit) if WIASRD 901 (Date of Exit) is not blank  | A/B. REJECT                                       |            | R  |    |  | R  |    |           | A/B. Most Recent Date Received Career Guidance Services must be between the Date of Participation/Date of First Case Management & Reemployment Service and the Date of Exit.   |

| EDRVS Field Number                                    | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME  | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.) | Additional Edit Checks   |   | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth | Error Messages   |
|---|---------------|---------------|--|-------------------------|--|--|---|------------|----|----|--|----|----|-----------|--|
|   |               |               |  |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)   | Error Type  | SI         | SC | IT | SI   | SC | IT | 14 - 21   |  |
|   |               |               |  |                         |  |  |   |            |    |    |  |    |    |           |  |
| 89  | 1024          | New           | Most Recent Date Received Workforce Information Services     | DT 8                    | YYYYMMDD<br>Blank = no services received   | A. Must be >= WIASRD 900 (Date of Participation/Date of First Case Management & Reemployment Service)<br>B. Must be <= WIASRD 901 (Date of Exit) if WIASRD 901 (Date of Exit) is not blank   | A/B. REJECT   |            | R  |    |  | R  |    |           | A/B. Most Recent Date Received Workforce Information Services must be between the Date of Participation/Date of First Case Management & Reemployment Service and the Date of Exit.   |
| 90  | 1025          | New           | Most Recent Date Received Job Search Activities              | DT 8                    | YYYYMMDD<br>Blank = no services received   | A. Must be >= WIASRD 900 (Date of Participation/Date of First Case Management & Reemployment Service)<br>B. Must be <= WIASRD 901 (Date of Exit) if WIASRD 901 (Date of Exit) is not blank   | A/B. REJECT   |            | R  |    |  | R  |    |           | A/B. Most Recent Date Received Job Search Activities must be between the Date of Participation/Date of First Case Management & Reemployment Service and the Date of Exit.  |
| 91  | 1026          | New           | Most Recent Date Referred to Employment                      | DT 8                    | YYYYMMDD<br>Blank = no services received   | A. Must be >= WIASRD 900 (Date of Participation/Date of First Case Management & Reemployment Service)<br>B. Must be <= WIASRD 901 (Date of Exit) if WIASRD 901 (Date of Exit) is not blank   | A/B. REJECT   |            | R  |    |  | R  |    |           | A/B. Most Recent Date Referred to Employment must be between the Date of Participation/Date of First Case Management & Reemployment Service and the Date of Exit.  |
| 92  | 1027          | New           | Most Recent Date Received Other Staff-Assisted Core Services | DT 8                    | YYYYMMDD<br>Blank = no services received   | A. Must be >= WIASRD 900 (Date of Participation/Date of First Case Management & Reemployment Service)<br>B. Must be <= WIASRD 901 (Date of Exit) if WIASRD 901 (Date of Exit) is not blank   | A/B. REJECT   |            | R  |    |  | R  |    |           | A/B. Most Recent Date Received Other Staff-Assisted Core Services must be between the Date of Participation/Date of First Case Management & Reemployment Service and the Date of Exit.   |
| <b>Section C.04 - Intensive and Training Services</b> |               |               |  |                         |  |  |   |            |    |    |  |    |    |           |  |
| 93  | 1200          | 334           | Date of First Intensive Service                              | DT 8                    | YYYYMMDD<br>Blank = no services received   | A. Must be >= WIASRD 900 (Date of Participation/Date of First Case Management & Reemployment Service)<br>B. Must be <= WIASRD 901 (Date of Exit) if WIASRD 901 (Date of Exit) is not blank<br>C. Cannot be blank if WIASRD 1201 (Most Recent Date Received Intensive Services is not null  | A/B/C. REJECT   |            |    | R  |  |    | R  |           | A/B. Date of First Intensive Service must be between the Date of Participation/Date of First Case Management & Reemployment Service and the Date of Exit.<br><br>C. Date of First Intensive Service cannot be blank if the Most Recent Date Received Intensive Services is not blank   |
| 94  | 1201          | New           | Most Recent Date Received Intensive Services                 | DT 8                    | YYYYMMDD<br>Blank = no services received   | A. Must be >= WIASRD 900 (Date of Participation/Date of First Case Management & Reemployment Service)<br>B. Must be <= WIASRD 901 (Date of Exit) if WIASRD 901 (Date of Exit) is not blank<br>C. Cannot be blank if WIASRD 1200 (Date of First Intensive Service) is not blank<br>D. Must be >= WIASRD 1200 (Date of First Intensive Services) | A. REJECT<br><br>B. REJECT<br><br>C. WARNING<br><br>D. REJECT |            |    | R  |  |    | R  |           | A/B. Most Recent Date Received Intensive Services must be between the Date of Participation/Date of First Case Management & Reemployment Service and the Date of Exit.<br><br>C. Most Recent Date Received Intensive Service cannot be blank if the Date of First Intensive Services is not blank<br><br>D. Most Recent Date Received Intensive Service must be on or after the Date of First Intensive Service. |
| 95  | 1207          | 339           | Received Pre-Vocational Activities                           | IN 1                    | 1 = Yes<br>0 = No  | (No Additional Edit Checks)  |   |            |    | R  |  |    | R  |           |  |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                             | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)   | Additional Edit Checks  |  | WIA Adults |    |                | WIA Dislocated Workers Rapid Response NEGs |    |                | WIA Youth      | Error Messages   |
|--------------------|---------------|---------------|---|-------------------------|--|---|--|------------|----|----------------|--|----|----------------|----------------|--|
|                    |               |               |   |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)  | Error Type   | SI         | SC | IT             | SI   | SC | IT             | 14 - 21        |  |
|                    |               |               |   |                         |  |   |  |            |    |                |  |    |                |                |  |
| 96                 | 1208          | 335           | Date Entered Training #1                      | DT 8                    | YYYYMMDD<br>Blank = no training services received  | A. Must be >= WIASRD 900 (Date of Participation/Date of First Case Management & Reemployment Service)<br>B. Must be <= WIASRD 901 (Date of Exit) if WIASRD 901 (Date of Exit) is not blank<br>C. If WIASRD 1209 (Type of Training Service #1) = 1-10, then this must = Valid Date<br>D. If WIASRD 1210 (Occupational Skills Training Code #1) = Not Null, then this must = Valid Date | A. REJECT<br><br>B. REJECT<br><br>C. REJECT<br><br>D. REJECT |            |    | R <sup>T</sup> |  |    | R <sup>T</sup> | R <sup>T</sup> | A/B. Date Entered Training #1 must be between the Date of Participation/Date of First Case Management & Reemployment Service and the Date of Exit.<br><br>C. If a type of training service is identified, a Training Begin Date must also be supplied.<br><br>D. If an Occupation Skills Training Code #1 has been identified, a Date Entered Training #1 must also be supplied. |
| 97                 | 1209          | 340           | Type of Training Service #1                   | IN 2                    | 01=On the Job Training<br>02=Skill Upgrading<br>03=Entrepreneurial Training<br>04=ABE or ESL in conjunction with Training (non-TAA funded)<br>05=Customized Training<br>06=Other Occupational Skills Training<br>07=Remedial Training (ABE/ESL – TAA only)<br>08=Prerequisite Training<br>09=Apprenticeship Training<br>10=Other basic skills training (WIA Youth)<br>00=No Training Service | A. If WIASRD 1208 (Date Entered Training #1) is null, then this must be null, or 00<br>B. If WIASRD 1208 (Date Entered Training #1) = Valid Date, then this (Type of Training Service #1) must = 1-10   | A. REJECT<br><br>B. REJECT                                   |            |    | R <sup>T</sup> |  |    | R <sup>T</sup> | R <sup>T</sup> | A. If Date Entered Training #1 is null then Type of Training Service #1 must be null or 00<br><br>B. If Date Entered Training #1 is valid, then a type of training service must be identified.   |
| 98                 | 1210          | 342           | Occupational Skills Training Code #1          | IN 8                    | 00000000<br>Blank = no training services received  | (No Additional Edit Checks)   |  |            |    | R <sup>T</sup> |  |    | R <sup>T</sup> | R <sup>T</sup> |  |
| 99                 | 1211          | New           | Training Completed #1                         | IN 1                    | 1 = Yes<br>0 = No (Withdrew)<br>Blank = Training still in progress   | A. If WIASRD 1208 (Date Entered Training) is not null, then this must be 1 or 0.  | A. REJECT  |            |    | R <sup>T</sup> |  |    | R <sup>T</sup> | R <sup>T</sup> | A. If a Training End Date is provided, please indicated whether participant withdrew or completed successfully.  |
| 100                | 1212          | 336           | Date Completed, or Withdrew from, Training #1 | DT 8                    | YYYYMMDD<br>Blank = Training still in progress   | A. If WIASRD 1208 (Date Entered Training) is null, then this must be null<br>B. If WIASRD 901 (Date of Exit) = Valid Date, and WIASRD 1208 (Date Entered Training) = Valid Date, then this must be >= WIASRD1208 (Date Entered Training)<br>C. If this variable = Valid Date, then this must be >= WIASRD 1208 (Date Entered Training)  | A/B/C. REJECT  |            |    | R <sup>T</sup> |  |    | R <sup>T</sup> | R <sup>T</sup> | A. A Training End Date cannot occur without a Training Start Date.<br><br>B. If the participant has already began training and exited, please enter a valid Training End Date.<br><br>C. Training End Date must occur after the Training Start Date  |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                    | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)   | Additional Edit Checks  |  | WIA Adults |    |                | WIA Dislocated Workers Rapid Response NEGs |    |                | WIA Youth      | Error Messages   |
|--------------------|---------------|---------------|--------------------------------------|-------------------------|--|---|--|------------|----|----------------|--|----|----------------|----------------|--|
|                    |               |               |                                      |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)  | Error Type   | SI         | SC | IT             | SI   | SC | IT             | 14 - 21        |  |
|                    |               |               |                                      |                         |  |   |  |            |    |                |  |    |                |                |  |
| 101                | 1213          | New           | Date Entered Training #2             | DT 8                    | YYYYMMDD<br>Blank = no training services received  | A. Must be >= WIASRD 900 (Date of Program Participation)<br>B. Must be <= WIASRD 901 (Date of Exit) if WIASRD 901 (Date of Exit) is not blank<br>C. If WIASRD 1214 (Type of Training Service #2) = 1-10, then this must = Valid Date<br>D. If WIASRD 1215 (Occupational Skills Training Code #2) = Not Null, then this must = Valid Date<br>E. If WIASRD 1208 (Date Entered Training #1) = null Date, this must be null<br>F. Must be >= WIASRD 1208 (Date Entered Training #1) | A. REJECT<br><br>B. REJECT<br><br>C. REJECT<br><br>D. REJECT<br><br>E. REJECT<br><br>F. REJECT |            |    | R <sup>T</sup> |  |    | R <sup>T</sup> | R <sup>T</sup> | A/B. Date Entered Training #2 must be between the Date of Participation/Date of First Case Management & Reemployment Service and the Date of Exit.<br><br>C. If a Type of Training Service #2 is identified, a Date Entered Training #2 must also be supplied.<br><br>D. If an Occupational Skills Training Code #2 has been identified, a Date Entered Training #2 must also be supplied.<br><br>E. Date Entered Training #2 cannot have a valid value if Date Entered Training #1 in blank<br><br>F. Date Entered Training #2 must be on or after Date Entered Training #1 |
| 102                | 1214          | 341           | Type of Training Service #2          | IN 2                    | 01=On the Job Training<br>02=Skill Upgrading<br>03=Entrepreneurial Training<br>04=ABE or ESL in conjunction with Training (non-TAA funded)<br>05=Customized Training<br>06=Other Occupational Skills Training<br>07=Remedial Training (ABE/ESL – TAA only)<br>08=Prerequisite Training<br>09=Apprenticeship Training<br>10=Other basic skills training (WIA Youth)<br>00=No Training Service | A. If WIASRD 1213 (Date Entered Training #2) is null, then this must be null, or 00<br>B. If WIASRD 1213 (Date Entered Training #2) = Valid Date, then this (Type of Training Service #2) must = 1-10   | A. REJECT<br><br>B. REJECT   |            |    | R <sup>T</sup> |  |    | R <sup>T</sup> | R <sup>T</sup> | A. If Date of Training #2 is null then Type of Training Service #2 must be null or 00<br><br>B. If Date of Training #2 is valid, then a type of training must also be identified.  |
| 103                | 1215          | New           | Occupational Skills Training Code #2 | IN 8                    | 00000000<br>Blank = no training services received  | (No Additional Edit Checks)   |  |            |    | R <sup>T</sup> |  |    | R <sup>T</sup> | R <sup>T</sup> |  |
| 104                | 1216          | New           | Training Completed #2                | IN 1                    | 1 = Yes<br>0 = No (Withdraw)<br>Blank = Training still in progress   | A. If WIASRD 1213 (Date Entered Training #2) is not null, then this must be 1 or 0.   | A. REJECT  |            |    | R <sup>T</sup> |  |    | R <sup>T</sup> | R <sup>T</sup> | A. If a Training End Date is provided, please indicated whether participant withdrew or completed successfully.  |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                             | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)   | Additional Edit Checks  |  | WIA Adults |                |                | WIA Dislocated Workers Rapid Response NEGs |    |                | WIA Youth      | Error Messages   |
|--------------------|---------------|---------------|---|-------------------------|--|---|--|------------|----------------|----------------|--|----|----------------|----------------|--|
|                    |               |               |   |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)  | Error Type   | SI         | SC             | IT             | SI   | SC | IT             | 14 - 21        |  |
|                    |               |               |   |                         |  |   |  |            |                |                |  |    |                |                |  |
| 105                | 1217          | New           | Date Completed, or Withdrew from, Training #2 | DT 8                    | YYYYMMDD<br>Blank = Training still in progress   | A. If WIASRD 1213 (Date Entered Training #2) is null, then this must be null<br><br>B. If WIASRD 901 (Date of Exit) = Valid Date, and WIASRD 1213 (Date Entered Training #2) = Valid Date, then this must be >= WIASRD1213 (Date Entered Training #2)<br><br>C. If this variable = Valid Date, then this must be >= WIASRD 1213 (Date Entered Training #2)  | A/B/C. REJECT  |            |                | R <sup>T</sup> |  |    | R <sup>T</sup> | R <sup>T</sup> | A. A Training End Date cannot occur without a Training Start Date.<br><br>B. If the participant has already begun training and exited, please enter a valid Training End Date.<br><br>C. Training End Date must occur after the Training Start Date  |
| 106                | 1218          | New           | Date Entered Training #3                      | DT 8                    | YYYYMMDD<br>Blank = no training services received  | A. Must be >= WIASRD 900 (Date of Program Participation)<br><br>B. Must be <= WIASRD 901 (Date of Exit) if WIASRD 901 (Date of Exit) is not blank<br><br>C. If WIASRD 1219 (Type of Training Service #3) = 1-10, then this must = Valid Date<br><br>D. If WIASRD 1220 (Occupational Skills Training Code #3) = Not Null, then this must = Valid Date<br><br>E. If WIASRD 1213 (Date Entered Training #2) = null Date, this must be null<br><br>F. Must be >= WIASRD 1213 (Date Entered Training #2) | A. REJECT<br><br>B. REJECT<br><br>C. REJECT<br><br>D. REJECT<br><br>E. REJECT<br><br>F. REJECT |            |                | R <sup>T</sup> |  |    | R <sup>T</sup> | R <sup>T</sup> | A/B. Date Entered Training #3 must be between the Date of Participation/Date of First Case Management & Reemployment Service and the Date of Exit.<br><br>C. If a Type of Training Service #3 is identified, a Date Entered Training #2 must also be supplied.<br><br>D. If an Occupational Skills Training Code #3 has been identified, a Date Entered Training #3 must also be supplied.<br><br>E. Date Entered Training #3 cannot have a valid value if Date Entered Training #2 in blank<br><br>F. Date Entered Training #3 must be on or after Date Entered Training #2 |
| 107                | 1219          | New           | Type of Training Service #3                   | IN 2                    | 01=On the Job Training<br>02=Skill Upgrading<br>03=Entrepreneurial Training<br>04=ABE or ESL in conjunction with Training (non-TAA funded)<br>05=Customized Training<br>06=Other Occupational Skills Training<br>07=Remedial Training (ABE/ESL – TAA only)<br>08=Prerequisite Training<br>09=Apprenticeship Training<br>10=Other basic skills training (WIA Youth)<br>00=No Training Service | A. If WIASRD 1218 (Date Entered Training #3) is null, then this must be null, or 00<br><br>B. If WIASRD 1218 (Date Entered Training #3) = Valid Date, then this (Type of Training Service #2) must = 1-10   | A. REJECT<br><br>B. REJECT   |            |                | R <sup>T</sup> |  |    | R <sup>T</sup> | R <sup>T</sup> | A. If Date of Training #3 is null then Type of Training Service #3 must be null or 00<br><br>B. If Date of Training #3 is valid, then a type of training must also be identified.  |
| 108                | 1220          | New           | Occupational Skills Training Code #3          | IN 8                    | 00000000<br>Blank = no services received   | (No Additional Edit Checks)   |  |            | R <sup>T</sup> |                |  |    | R <sup>T</sup> | R <sup>T</sup> |  |
| 109                | 1221          | New           | Training Completed #3                         | IN 1                    | 1 = Yes<br>0 = No (Withdrew)<br>Blank = Training still in progress   | A. If WIASRD 1218 (Date Entered Training #3) is not null, then this must be 1 or 0.   | A. REJECT  |            |                | R <sup>T</sup> |  |    | R <sup>T</sup> | R <sup>T</sup> | A. If a Training End Date is provided, please indicated whether participant withdrew or completed successfully.  |

| EDRVS Field Number  | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME  | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.) | Additional Edit Checks   |               | WIA Adults |    |                | WIA Dislocated Workers Rapid Response NEGs |    |                | WIA Youth      | Error Messages  |
|---|---------------|---------------|--|-------------------------|--|--|---------------|------------|----|----------------|--|----|----------------|----------------|---|
|   |               |               |  |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)   | Error Type    | SI         | SC | IT             | SI   | SC | IT             | 14 - 21        |   |
|   |               |               |  |                         |  |  |               |            |    |                |  |    |                |                |   |
| 110   | 1222          | New           | Date Completed, or Withdrew from, Training #3                  | DT 8                    | YYYYMMDD<br>Blank = Training still in progress   | A. If WIASRD 1218 (Date Entered Training #3) is null, then this must be null<br><br>B. If WIASRD 901 (Date of Exit) = Valid Date, and WIASRD 1218 (Date Entered Training #3) = Valid Date, then this must be >= WIASRD1218 (Date Entered Training #3)<br><br>C. If this variable = Valid Date, then this must be >= WIASRD 1218 (Date Entered Training #3) | A/B/C. REJECT |            |    | R <sup>T</sup> |  |    | R <sup>T</sup> | R <sup>T</sup> | A. A Training End Date cannot occur without a Training Start Date.<br><br>B. If the participant has already begun training and exited, please enter a valid Training End Date.<br><br>C. Training End Date must occur after the Training Start Date |
| 111   | 1223          | 337           | Established Individual Training Account (ITA)                  | IN 1                    | 1 = Yes<br>0 = No<br>Blank = no training services received   | (No Additional Edit Checks)  |               |            |    | R <sup>T</sup> |  |    | R <sup>T</sup> |                |   |
| 112   | 1224          | 338           | Pell Grant Recipient   | IN 1                    | 1 = Yes<br>0 = No<br>Blank = no training services received   | (No Additional Edit Checks)  |               |            |    | R <sup>T</sup> |  |    | R <sup>T</sup> | R <sup>T</sup> |   |
| 113   | 1233          | New           | Distance Learning  | IN 1                    | 1 = Yes<br>0 = No<br>Blank = no training services received   | (No Additional Edit Checks)  |               |            |    | R <sup>T</sup> |  |    | R <sup>T</sup> | R <sup>T</sup> |   |
| <b>Section C.05 - Additional Services for WIA Youth Customers</b> |               |               |  |                         |  |  |               |            |    |                |  |    |                |                |   |
| 114   | 1300          | 343           | Enrolled in Education  | IN 1                    | 1 = Yes<br>0 = No  | A. If WIASRD 1701 (School Status at Exit) = 1, 2, or 3, then this must = 1   | A. REJECT     |            |    |                |  |    |                | R              | A. If youth is in school at program exit, the Enrolled in Education must reflect that status.   |
| 115   | 1301          | 344           | Most Recent Date Received Educational Achievement Services     | DT 8                    | YYYYMMDD   | A. Must be >= WIASRD 907 (Date of First WIA Youth Service) AND <= WIASRD 901 (Exit Date)   | A. REJECT     |            |    |                |  |    |                | R              | A. Date must be between Date of First WIA Youth Service and Exit Date.  |
| 116   | 1302          | New           | Most Recent Date Participated in Alternative School            | DT 8                    | YYYYMMDD   | A. Must be >= WIASRD 907 (Date of First WIA Youth Service) AND <= WIASRD 901 (Exit Date)   | A. REJECT     |            |    |                |  |    |                | R              | A. Date must be between Date of First WIA Youth Service and Exit Date.  |
| 117   | 1303          | 346           | Most Recent Date Received Summer Employment Opportunities      | DT 8                    | YYYYMMDD   | A. Must be >= WIASRD 907 (Date of First WIA Youth Service) AND <= WIASRD 901 (Exit Date)   | A. REJECT     |            |    |                |  |    |                | R              | A. Date must be between Date of First WIA Youth Service and Exit Date.  |
| 118   | 1304          | New           | Most Recent Date Participated in Work Experience               | DT 8                    | YYYYMMDD   | A. Must be >= WIASRD 907 (Date of First WIA Youth Service) AND <= WIASRD 901 (Exit Date)   | A. REJECT     |            |    |                |  |    |                | R              | A. Date must be between Date of First WIA Youth Service and Exit Date.  |
| 119   | 1305          | 348           | Most Recent Date Received Leadership Development Opportunities | DT 8                    | YYYYMMDD   | A. Must be >= WIASRD 907 (Date of First WIA Youth Service) AND <= WIASRD 901 (Exit Date)   | A. REJECT     |            |    |                |  |    |                | R              | A. Date must be between Date of First WIA Youth Service and Exit Date.  |
| 120   | 1306          | 347           | Most Recent Date Received Supportive Services                  | DT 8                    | YYYYMMDD   | A. Must be >= WIASRD 907 (Date of First WIA Youth Service) AND <= WIASRD 901 (Exit Date)   | A. REJECT     |            |    |                |  |    |                | R              | A. Date must be between Date of First WIA Youth Service and Exit Date.  |
| 121   | 1307          | New           | Most Recent Date Received Adult Mentoring Services             | DT 8                    | YYYYMMDD   | A. Must be >= WIASRD 907 (Date of First WIA Youth Service) AND <= WIASRD 901 (Exit Date)   | A. REJECT     |            |    |                |  |    |                | R              | A. Date must be between Date of First WIA Youth Service and Exit Date.  |

| EDRVS Field Number  | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME   | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values (EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.) | Additional Edit Checks   |  | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |                  |                  | WIA Youth | Error Messages  |
|---|---------------|---------------|---|-------------------------|---|--|--|------------|----|----|--|------------------|------------------|-----------|---|
|   |               |               |   |                         |   | Edit Check Logic (All references refer to new WIASRD field numbers)  | Error Type   | SI         | SC | IT | SI   | SC               | IT               | 14 - 21   |   |
|   |               |               |   |                         |   |  |  |            |    |    |  |                  |                  |           |   |
| 122   | 1308          | New           | Most Recent Date Received Career Guidance/Counseling Services | DT 8                    | YYYYMMDD  | A. Must be >= WIASRD 907 (Date of First WIA Youth Service) AND <= WIASRD 901 (Exit Date)   | A. REJECT  |            |    |    |  |                  |                  | R         | A. Date must be between Date of First WIA Youth Service and Exit Date.  |
| 123   | 1309          | 349           | Most Recent Date Received Follow-up Services                  | DT 8                    | YYYYMMDD  | A. Must be >= WIASRD 907 (Date of First WIA Youth Service)   | A. WARNING   |            |    |    |  |                  |                  | R         | A. Date must be on or after Date of First WIA Youth Service   |
| 124   | 1310          | New           | Date of Completion of Youth Services                          | DT 8                    | YYYYMMDD  | <b>LEAVE ELEMENT BLANK PENDING FURTHER INSTRUCTION FROM ETA.</b><br>A. Must be >= WIASRD 907 (Date of First WIA Youth Service) AND <= WIASRD 901 (Exit Date)   | A. REJECT  |            |    |    |  |                  |                  | R         | A. Date must be between Date of First WIA Youth Service and Exit Date.  |
| <b>Section C.05 - Other Related Assistance and Support Services for Adult Customers</b> |               |               |   |                         |   |  |  |            |    |    |  |                  |                  |           |   |
| 125   | 1400          | New           | Received Supportive Services (except needs-related payments)  | IN 1                    | 1 = Yes<br>0 = No   | (No Additional Edit Check)   |  |            | R  | R  |  | R                | R                |           |   |
| 126   | 1401          | New           | Received Needs-Related Payments                               | IN 1                    | 1 = Yes<br>0 = No   | (No Additional Edit Check)   |  |            |    | R  |  |                  | R                |           |   |
| 127   | 1402          | New           | Received Services through a Disaster National Emergency Grant | IN 1                    | 1 = Temporary job and workforce services<br>2 = Temporary job only<br>3 = Workforce services only                             | A. If WIASRD 923 (NEG Project #1) OR WIASRD 924 (NEG Project #2) are valid values, this variable must = 1, 2, or 3.  | A. REJECT  |            |    |    |  | R <sup>NEG</sup> | R <sup>NEG</sup> |           | A. A valid NEG code has been entered. Please identify the proper value for this variable.   |
| 128   | 1403          | New           | Most Recent Date Received Rapid Response Services             | DT 8                    | YYYYMMDD  | A. If WIASRD 921 OR WIASRD 922 =1, then this variable is required.<br><br>B. Must be >= WIASRD 900 (Participation Date) AND <= WIASRD 901 (Exit Date)  | A. REJECT<br><br>B. REJECT   |            |    |    |  | R                | R                |           | A. Rapid Response services have been identified. Please enter a valid date of when last services were rendered.<br><br>B. Date must fall between program participation and exit.  |
| <b>SECTION D - PROGRAM OUTCOMES INFORMATION</b>   |               |               |   |                         |   |  |  |            |    |    |  |                  |                  |           |   |
| <b>Section D.01 - Employment and Job Retention Data</b>                                 |               |               |   |                         |   |  |  |            |    |    |  |                  |                  |           |   |
| 129   | 1500          | 601           | Employed in 1st Quarter After Exit Quarter                    | IN 1                    | 1 = Yes<br>0 = No<br>3 = Information not yet available  | A. If WIASRD 1501 (Type of Employment Match 1st Quarter After Exit Quarter) = 1-5, then this must = 1<br><br>B. If WIASRD 1501 (Type of Employment Match 1st Quarter After Exit Quarter) = Blank or 0, then this must = 0<br><br>C. If WIASRD 1501 (Type of Employment Match 1st Quarter After Exit Quarter) = 6, then this must = 3<br><br>D. If WIASRD 901 (Date of Exit) + 3 Quarters <= Report Submittal Date, then this must = 1 or 0.<br><br>E. If WIASRD 901 (Date of Exit) = Blank, then this must = 3 | A. REJECT<br><br>B. REJECT<br><br>C. REJECT<br><br>D. REJECT<br><br>E. WARNING | O          | R  | R  | O  | R                | R                | R         | A. Employed in 1st Quarter After Exit must be Yes (1) if Type of Employment Match is Wage or Employment Records (1-4) or Supplemental (5).<br>B. Employed in 1st Quarter After Exit must be No (0) if Type of Employment Match is Not Employed (blank or 0).<br>C. Employed in 1st Quarter After Exit must be Information Not Yet Available (3) if Type of Employment Match is Information Not Yet Available (6).<br>D. Employed in 1st Quarter After Exit Quarter cannot be pending if report quarter is 3 or more quarters after exit quarter.<br>E. Employed in 1st Quarter After Exit Quarter must be Information Not Yet Available (3) if participant has no Date of Exit. |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                                       | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)  | Additional Edit Checks   |  | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth       | Error Messages  |
|--------------------|---------------|---------------|---|-------------------------|---|--|--|------------|----|----|--|----|----|-----------------|---|
|                    |               |               |   |                         |   | Edit Check Logic<br>(All references refer to new WIASRD field numbers)   | Error Type   | SI         | SC | IT | SI   | SC | IT | 14 - 21         |   |
|                    |               |               |   |                         |   |  |  |            |    |    |  |    |    |                 |   |
| 130                | 1501          | 602           | Type of Employment Match 1st Quarter After Exit Quarter | IN 1                    | 1 = UI Wage Records (In-State & WRIS)<br>2 = Federal Employment Records (OPM, USPS)<br>3 = Military Employment Records (DOD)<br>4 = Other Administrative Wage Records<br>5 = Supplemental through case management, participant survey, and/or verification with the employer<br>6 = Information not yet available<br>0 = Not employed | A. If WIASRD 1603 (Wages 1st Quarter After Exit Quarter) is > 0 and < 999999.99, then this must = 1-4<br>B. If WIASRD 1603 (Wages 1st Quarter After Exit Quarter) = Blank of 0, then this must = 0 or 5<br>C. If WIASRD 1603 (Wages 1st Quarter After Exit Quarter) = 999999.99, then this must = 6<br>D. If WIASRD 901 (Date of Exit) = null, then this must = 6  | A. REJECT<br><br>B. REJECT<br><br>C. REJECT<br><br>D. WARNING                  | O          | R  | R  | O  | R  | R  | R               | A. Wages identified. Please list a valid source.<br>B. No wages identified. Participant should be listed as unemployed, or have supplemental wage information.<br>C. Wages identified as not yet available. Please indicate with a "6" here.<br>D. If participant has not yet exited, indicate with a "6".  |
| 131                | 1502          | 603           | Occupational Code After Exit (if available)             | AN 8                    | 00000000<br>Blank = Unknown   | A. If WIASRD 1500 (Employed in 1st Quarter After Exit Quarter) = 0 or 3, then this must = Blank or 00000000  | A. WARNING   |            |    | R  |  |    | R  | R <sup>OY</sup> | A. Occupational code cannot be valid if participant was not employed in the first quarter after exit or information is not available.   |
| 132                | 1505          | 604           | Entered Training-Related Employment                     | IN 1                    | 1 = Yes<br>0 = No<br>9 = Unknown<br>Blank = no training services received   | (No Additional Edit Checks)  |  |            |    | R  |  |    | R  | R <sup>OY</sup> |   |
| 133                | 1506          | 605           | Entered Non-Traditional Employment                      | IN 1                    | 1 = Yes<br>0 = No<br>9 = Unknown  | (No Additional Edit Checks)  |  |            | R  | R  |  | R  | R  | R <sup>OY</sup> |   |
| 134                | 1507          | 606           | Employed in 2nd Quarter After Exit Quarter              | IN 1                    | 1 = Yes<br>0 = No<br>3 = Information not yet available  | A. If WIASRD 1507 (Type of Employment Match 2nd Quarter After Exit Quarter) = 1-5, then this must = 1<br>B. If WIASRD 1507 (Type of Employment Match 2nd Quarter After Exit Quarter) = Blank or 0, then this must = 0<br>C. If WIASRD 1507 (Type of Employment Match 2nd Quarter After Exit Quarter) = 6, then this must = 3<br>D. If WIASRD 901 (Date of Exit) + 4 Quarters <= Report Submittal Date, then this must = 1 or 0.<br>E. If WIASRD 901 (Date of Exit) = Blank, then this must = 3 | A. REJECT<br><br>B. REJECT<br><br>C. REJECT<br><br>D. REJECT<br><br>E. WARNING | O          | R  | R  | O  | R  | R  | R <sup>OY</sup> | A. Employed in 2nd Quarter After Exit must be Yes (1) if Type of Employment Match is Wage or Employment Records (1-4) or Supplemental (5).<br>B. Employed in 2nd Quarter After Exit must be No (2) if Type of Employment Match is Not Employed (blank or 0).<br>C. Employed in 2nd Quarter After Exit must be Information Not Yet Available (3) if Type of Employment Match is Information Not Yet Available (6).<br>D. Employed in 2nd Quarter After Exit Quarter cannot be pending if report quarter is 4 or more quarters after exit quarter.<br>E. Employed in 2nd Quarter After Exit Quarter must be Information Not Yet Available (3) if participant has no Date of Exit. |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                                       | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)  | Additional Edit Checks   |  | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth       | Error Messages  |
|--------------------|---------------|---------------|---|-------------------------|---|--|--|------------|----|----|--|----|----|-----------------|---|
|                    |               |               |   |                         |   | Edit Check Logic<br>(All references refer to new WIASRD field numbers)   | Error Type   | SI         | SC | IT | SI   | SC | IT | 14 - 21         |   |
|                    |               |               |   |                         |   |  |  |            |    |    |  |    |    |                 |   |
| 135                | 1508          | 607           | Type of Employment Match 2nd Quarter After Exit Quarter | IN 1                    | 1 = UI Wage Records (In-State & WRIS)<br>2 = Federal Employment Records (OPM, USPS)<br>3 = Military Employment Records (DOD)<br>4 = Other Administrative Wage Records<br>5 = Supplemental through case management, participant survey, and/or verification with the employer<br>6 = Information not yet available<br>0 = Not employed | A. If WIASRD 1604 (Wages 2nd Quarter After Exit Quarter) is > 0 and < 999999.99, then this must = 1-4<br><br>B. If WIASRD 1604 (Wages 2nd Quarter After Exit Quarter) = Blank of 0, then this must = 0 or 5<br><br>C. If WIASRD 1604 (Wages 2nd Quarter After Exit Quarter) = 999999.99, then this must = 6<br><br>D. If WIASRD 901 (Date of Exit) = null, then this must = 6  | A. REJECT<br><br>B. REJECT<br><br>C. REJECT<br><br>D. WARNING                  | O          | R  | R  | O  | R  | R  | R <sup>OY</sup> | A. Wages identified. Please list a valid source.<br><br>B. No wages identified. Participant should be listed as unemployed, or have supplemental wage information.<br><br>C. Wages identified as not yet available. Please indicate with a "6" here.<br><br>D. If participant has not yet exited, indicate with a "6".  |
| 136                | 1509          | 608           | Employed in 3rd Quarter After Exit Quarter              | IN 1                    | 1 = Yes<br>0 = No<br>3 = Information not yet available  | A. If WIASRD 1510 (Type of Employment Match 3rd Quarter After Exit Quarter) = 1-5, then this must = 1<br><br>B. If WIASRD 1510 (Type of Employment Match 3rd Quarter After Exit Quarter) = Blank or 0, then this must = 0<br><br>C. If WIASRD 1510 (Type of Employment Match 3rd Quarter After Exit Quarter) = 6, then this must = 3<br><br>D. If WIASRD 901 (Date of Exit) + 5 Quarters <= Report Submittal Date, then this must = 1 or 0.<br><br>D. If WIASRD 901 (Date of Exit) = Blank, then this must = 3 | A. REJECT<br><br>B. REJECT<br><br>C. REJECT<br><br>D. REJECT<br><br>E. WARNING | O          | R  | R  | O  | R  | R  | R <sup>OY</sup> | A. Employed in 3rd Quarter After Exit must be Yes (1) if Type of Employment Match is Wage or Employment Records (1-4) or Supplemental (5).<br>B. Employed in 3rd Quarter After Exit must be No (0) if Type of Employment Match is Not Employed (blank or 0).<br>C. Employed in 3rd Quarter After Exit must be Information Not Yet Available (3) if Type of Employment Match is Information Not Yet Available (6).<br>D. Employed in 3rd Quarter After Exit Quarter cannot be pending if report quarter is 5 or more quarters after exit quarter.<br>E. Employed in 3rd Quarter After Exit Quarter must be Information Not Yet Available (3) if participant has no Date of Exit. |
| 137                | 1510          | 609           | Type of Employment Match 3rd Quarter After Exit Quarter | IN 1                    | 1 = UI Wage Records (In-State & WRIS)<br>2 = Federal Employment Records (OPM, USPS)<br>3 = Military Employment Records (DOD)<br>4 = Other Administrative Wage Records<br>5 = Supplemental through case management, participant survey, and/or verification with the employer<br>6 = Information not yet available<br>0 = Not employed | A. If WIASRD 1605 (Wages 3rd Quarter After Exit Quarter) is > 0 and < 999999.99, then this must = 1-4<br><br>B. If WIASRD 1605 (Wages 3rd Quarter After Exit Quarter) = Blank of 0, then this must = 0 or 5<br><br>C. If WIASRD 1605 (Wages 3rd Quarter After Exit Quarter) = 999999.99, then this must = 6<br><br>D. If WIASRD 901 (Date of Exit) = null, then this must = 6  | A. REJECT<br><br>B. REJECT<br><br>C. REJECT<br><br>D. WARNING                  | O          | R  | R  | O  | R  | R  | R <sup>OY</sup> | A. Wages identified. Please list a valid source.<br><br>B. No wages identified. Participant should be listed as unemployed, or have supplemental wage information.<br><br>C. Wages identified as not yet available. Please indicate with a "6" here.<br><br>D. If participant has not yet exited, indicate with a "6".  |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                                       | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)   | Additional Edit Checks   |  | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEG's |    |    | WIA Youth       | Error Messages  |
|--------------------|---------------|---------------|---|-------------------------|--|--|--|------------|----|----|---|----|----|-----------------|---|
|                    |               |               |   |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)   | Error Type   | SI         | SC | IT | SI  | SC | IT | 14 - 21         |   |
|                    |               |               |   |                         |  |  |  |            |    |    |   |    |    |                 |   |
| 138                | 1511          | 610           | Employed in 4th Quarter After Exit Quarter              | IN 1                    | 1 = Yes<br>0 = No<br>3 = Information not yet available   | A. If WIASRD 1512 (Type of Employment Match 4th Quarter After Exit Quarter) = 1-5, then this must = 1<br><br>B. If WIASRD 1512 (Type of Employment Match 4th Quarter After Exit Quarter) = Blank or 0, then this must = 0<br><br>C. If WIASRD 1512 (Type of Employment Match 4th Quarter After Exit Quarter) = 6, then this must = 3<br><br>D. If WIASRD 901 (Date of Exit) + 6 Quarters <= Report Submittal Date, then this must = 1 or 0.<br><br>E. If WIASRD 901 (Date of Exit) = Blank, then this must = 3 | A. REJECT<br><br>B. REJECT<br><br>C. REJECT<br><br>D. REJECT<br><br>E. WARNING | O          | R  | R  | O   | R  | R  | R <sup>OY</sup> | A. Employed in 4th Quarter After Exit must be Yes (1) if Type of Employment Match is Wage or Employment Records (1-4) or Supplemental (5).<br>B. Employed in 4th Quarter After Exit must be No (0) if Type of Employment Match is Not Employed (blank or 0).<br>C. Employed in 4th Quarter After Exit must be Information Not Yet Available (3) if Type of Employment Match is Information Not Yet Available (6).<br>D. Employed in 4th Quarter After Exit Quarter cannot be pending if report quarter is 6 or more quarters after exit quarter.<br>E. Employed in 4th Quarter After Exit Quarter must be Information Not Yet Available (3) if participant has no Date of Exit. |
| 139                | 1512          | 611           | Type of Employment Match 4th Quarter After Exit Quarter | IN 1                    | 1 = UI Wage Records (In-State & WRIS)<br>2 = Federal Employment Records (OPM, USPS) 3 = Military Employment Records (DOD)<br>4 = Other Administrative Wage Records<br>5 = Supplemental through case management, participant survey, and/or verification with the employer<br>6 = Information not yet available<br>0 = Not employed | A. If WIASRD 1606 (Wages 4th Quarter After Exit Quarter) is > 0 and < 999999.99, then this must = 1-4<br><br>B. If WIASRD 1606 (Wages 4th Quarter After Exit Quarter) = Blank of 0, then this must = 0 or 5<br><br>C. If WIASRD 1606 (Wages 4th Quarter After Exit Quarter) = 999999.99, then this must = 6<br><br>D. If WIASRD 901 (Date of Exit) = null, then this must = 6  | A. REJECT<br><br>B. REJECT<br><br>C. REJECT<br><br>D. WARNING                  | O          | R  | R  | O   | R  | R  | R <sup>OY</sup> | A. Wages identified. Please list a valid source.<br><br>B. No wages identified. Participant should be listed as unemployed, or have supplemental wage information.<br><br>C. Wages identified as not yet available. Please indicate with a "6" here.<br><br>D. If participant has not yet exited, indicate with a "6".  |
| 140                | 1514          | New           | Industry Code of Employment 1st Qtr After Exit Quarter  | IN 6                    | 000000<br>999999 = Unknown/Unavailable<br>Blank = Does Not Apply   | A. Must be between 4 and 6 digits<br><br>B. Must be blank if WIASRD 1603 ( Wages 1st Quarter after Exit Quarter) is 999999.99  | A. REJECT<br><br>B. REJECT   | O          | R  | R  | O   | R  | R  | R               | A. Please enter a valid NAICS value between four and six digits. Unknown or unavailable values should be set to 999999.<br><br>B. NAICS Code must be blank if wages are not available   |
| 141                | 1516          | New           | Industry Code of Employment 2nd Qtr After Exit Quarter  | IN 6                    | 000000<br>999999 = Unknown/Unavailable<br>Blank = Does Not Apply   | A. Must be between 4 and 6 digits<br><br>B. Must be blank if WIASRD 1604 ( Wages 2nd Quarter after Exit Quarter) is 999999.99  | A. REJECT<br><br>B. REJECT   | O          | R  | R  | O   | R  | R  | R               | A. Please enter a valid NAICS value between four and six digits. Unknown or unavailable values should be set to 999999.<br><br>B. NAICS Code must be blank if wages are not available.  |
| 142                | 1517          | New           | Industry Code of Employment 3rd Qtr After Exit Quarter  | IN 6                    | 000000<br>999999 = Unknown/Unavailable<br>Blank = Does Not Apply   | A. Must be between 4 and 6 digits<br><br>B. Must be blank if WIASRD 1605 ( Wages 3rd Quarter after Exit Quarter) is 999999.99  | A. REJECT<br><br>B. REJECT   | O          | R  | R  | O   | R  | R  | R               | A. Please enter a valid NAICS value between four and six digits. Unknown or unavailable values should be set to 999999.<br><br>B. NAICS Code must be blank if wages are not available   |

| EDRVS Field Number                     | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                                      | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.) | Additional Edit Checks  |                            | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth       | Error Messages   |
|--|---------------|---------------|--|-------------------------|--|---|----------------------------|------------|----|----|--|----|----|-----------------|--|
|  |               |               |  |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)  | Error Type                 | SI         | SC | IT | SI   | SC | IT | 14 - 21         |  |
|  |               |               |  |                         |  |   |                            |            |    |    |  |    |    |                 |  |
| 143                                    | 1518          | New           | Industry Code of Employment 4th Qtr After Exit Quarter | IN 6                    | 000000<br>999999 = Unknown/Unavailable<br>Blank = Does Not Apply   | A. Must be between 4 and 6 digits<br><br>B. Must be blank if WIASRD 1606 ( Wages 4th Quarter after Exit Quarter) is 999999.99   | A. REJECT<br><br>B. REJECT | O          | R  | R  | O  | R  | R  | R               | A. Please enter a valid NAICS value between four and six digits. Unknown or unavailable values should be set to 999999.<br><br>B. NAICS Code must be blank if wages are not available                    |
| <b>Section D.02 - Wage Record Data</b> |               |               |  |                         |  |   |                            |            |    |    |  |    |    |                 |  |
| 144                                    | 1600          | 612           | Wages 3rd Quarter Prior to Participation Quarter       | DE 8.2                  | 000000.00  | A. WIASRD 1600 (Wages 3rd Quarter Prior to Participation Quarter) must be >= 0 and <= 999999.99 or blank<br><br>B. WIASRD 1600 (Wages 3rd Quarter Prior to Participation Quarter) must be < \$100,000   | A. REJECT<br>B. WARNING    | O          | R  | R  | O  | R  | R  | R <sup>OY</sup> | A. Wages 3rd Quarter Prior to Participation are invalid.<br>B. Wages 3rd Quarter Prior to Participation cannot be > 100000.  |
| 145                                    | 1601          | 613           | Wages 2nd Quarter Prior to Participation Quarter       | DE 8.2                  | 000000.00  | A. WIASRD 1601 (Wages 2nd Quarter Prior to Participation Quarter) must be >= 0 and <= 999999.99 or blank<br><br>B. WIASRD 1601 (Wages 2nd Quarter Prior to Participation Quarter) must be < \$100,000   | A. REJECT<br>B. WARNING    | O          | R  | R  | O  | R  | R  | R <sup>OY</sup> | A. Wages 2nd Quarter Prior to Participation are invalid.<br>B. Wages 2nd Quarter Prior to Participation cannot be > 100000.  |
| 146                                    | 1602          | 614           | Wages 1st Quarter Prior to Participation Quarter       | DE 8.2                  | 000000.00  | A. WIASRD 1602 (Wages 1st Quarter Prior to Participation Quarter) must be >= 0 and <= 999999.99 or blank<br><br>B. WIASRD 1602 (Wages 1st Quarter Prior to Participation Quarter) must be < \$100,000   | A. REJECT<br>B. WARNING    | O          | R  | R  | O  | R  | R  |                 | A. Wages 1st Quarter Prior to Participation are invalid..<br>B. Wages 1st Quarter Prior to Participation cannot be > 100000.   |
| 147                                    | 1603          | 615           | Wages 1st Quarter After Exit Quarter                   | DE 8.2                  | 000000.00  | A. If WIASRD 901 (Date of Exit) = Blank, then WIASRD 1603 (Wages 1st Quarter After Exit Quarter) must = 999999.99<br><br>B. WIASRD 1603 (Wages 1st Quarter After Exit Quarter) must be > = 0 and <= 999999.99<br><br>C. WIASRD 1603 (Wages 1st Quarter After Exit Quarter) must be < 50,000 or = 999999.99. | A/B. REJECT<br>C. WARNING  | O          | R  | R  | O  | R  | R  | R               | A. Wages 1st Quarter After Exit must be 999999.99 if Date of Exit is blank<br><br>B. Wages 1st Quarter After Exit Quarter are invalid.<br><br>C. Wages 1st Quarter After Exit Quarter cannot be > 50000. |
| 148                                    | 1604          | 616           | Wages 2nd Quarter After Exit Quarter                   | DE 8.2                  | 000000.00  | A. If WIASRD 901 (Date of Exit) = Blank, then WIASRD 1604 (Wages 2nd Quarter After Exit Quarter) must = 999999.99<br><br>B. WIASRD 1604 (Wages 2nd Quarter After Exit Quarter) must be > = 0 and <= 999999.99<br><br>C. WIASRD 1604 (Wages 2nd Quarter After Exit Quarter) must be < 50,000 or = 999999.99. | A/B. REJECT<br>C. WARNING  | O          | R  | R  | O  | R  | R  | R <sup>OY</sup> | A. Wages 2nd Quarter After Exit must be 999999.99 if Date of Exit is blank<br><br>B. Wages 2nd Quarter After Exit Quarter are invalid.<br><br>C. Wages 2nd Quarter After Exit Quarter cannot be > 50000. |

| EDRVS Field Number                                  | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                    | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)  | Additional Edit Checks  |  | WIA Adults |    |                | WIA Dislocated Workers Rapid Response NEGs |    |                | WIA Youth       | Error Messages  |
|---|---------------|---------------|--------------------------------------|-------------------------|---|---|--|------------|----|----------------|--|----|----------------|-----------------|---|
|   |               |               |                                      |                         |   | Edit Check Logic<br>(All references refer to new WIASRD field numbers)  | Error Type   | SI         | SC | IT             | SI   | SC | IT             | 14 - 21         |   |
|   |               |               |                                      |                         |   |   |  |            |    |                |  |    |                |                 |   |
| 149   | 1605          | 617           | Wages 3rd Quarter After Exit Quarter | DE 8.2                  | 000000.00   | A. If WIASRD 901 (Date of Exit) = Blank, then WIASRD 1605 (Wages 3rd Quarter After Exit Quarter) must = 999999.99<br><br>B. WIASRD 1605 (Wages 3rd Quarter After Exit Quarter) must be > = 0 and <= 999999.99<br><br>C. WIASRD 1605 (Wages 3rd Quarter After Exit Quarter) must be < 50,000 or = 999999.99.   | A/B. REJECT<br>C. WARNING  | O          | R  | R              | O  | R  | R              | R <sup>OY</sup> | A. Wages 3rd Quarter After Exit must be 999999.99 if Date of Exit is blank<br><br>B. Wages 3rd Quarter After Exit Quarter are invalid.<br><br>C. Wages 3rd Quarter After Exit Quarter cannot be > 50000.  |
| 150   | 1606          | 618           | Wages 4th Quarter After Exit Quarter | DE 8.2                  | 000000.00   | A. If WIASRD 901 (Date of Exit) = Blank, then WIASRD 1606 (Wages 4th Quarter After Exit Quarter) must = 999999.99<br><br>B. WIASRD 1606 (Wages 4th Quarter After Exit Quarter) must be > = 0 and <= 999999.99<br><br>C. WIASRD 1606 (Wages 4th Quarter After Exit Quarter) must be < 50,000 or = 999999.99.   | A/B. REJECT<br>C. WARNING  | O          | R  | R              | O  | R  | R              | R <sup>OY</sup> | A. Wages 4th Quarter After Exit must be 999999.99 if Date of Exit is blank<br><br>B. Wages 4th Quarter After Exit Quarter are invalid.<br><br>C. Wages 4th Quarter After Exit Quarter cannot be > 50000.  |
| <b>Section D.03 - Education and Credential Data</b> |               |               |                                      |                         |   |   |  |            |    |                |  |    |                |                 |   |
| 151   | 1700          | 619           | Type of Recognized Credential #1     | IN 1                    | 1 = High School Diploma/GED<br>2 = AA or AS Diploma/Degree<br>3 = BA or BS Diploma/Degree<br>4 = Post Graduate Degree<br>5 = Occupational Skills Licensure<br>6 = Occupational Skills Certificate<br>7 = Other Recognized Diploma, Degree, or Certificate<br>0 = No recognized credential | A. If WIASRD 905 (Adult (local formula)) = 1 or WIASRD 906 (Dislocated Worker (local formula)) = 1 or WIASRD 909 (Dislocated Worker (Statewide 15% Activities)) = 1 or WIASRD 910 (Adult (Statewide 15% Activities)) = 1 or WIASRD 922 (Rapid Response (Additional Assistance)) = 1], and (WIASRD 1209 (Type of Training Service #1) = 1-6, ) and WIASRD 901 (Date of Exit) + 3 Quarters <= Report Submittal Date, then WIASRD 1700 (Type of Recognized Credential) must = 0-7<br><br>B. If WIASRD 200 (Date of Birth) + 19 Years <= WIASRD 907 (Date of First Youth Service) and WIASRD 901 (Date of Exit) + 3 Quarters <= Report Submittal Date, then WIASRD 1700 (Type of Recognized Credential) must = 0-7<br><br>C. If WIASRD 411 (School Status at Participation) = 3 or 5, then WIASRD 1700 (Type of Recognized Credential) must = Blank, 0, 2-7<br><br>D. If WIASRD 1700 (Type of Recognized Credential #1) > 0, then WIASRD 1705 (Date Attained Degree or Certificate or Credential) must not be > the last day of the third quarter after WIASRD 901 (Date of Exit) | A. REJECT<br><br><br>B. REJECT<br><br>C. REJECT<br><br>D. REJECT |            |    | R <sup>T</sup> |  |    | R <sup>T</sup> | R <sup>OY</sup> | A. Type of Recognized Credential cannot be blank if Type of Training Service is specified and the report date is after the end of the third quarter after the exit quarter<br><br>B. For older youth, Type of Recognized Credential cannot be blank if the report date is after the end of the third quarter after the exit quarter.<br><br>C. Type of Recognized Credential and School Status at Participation values are contradictory.<br><br>D. Date Attained Degree or Certificate or Credential can not be after the end of the third quarter after the Date of Exit. |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                                 | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)   | Additional Edit Checks   |                         | WIA Adults |    |                | WIA Dislocated Workers Rapid Response NEGs |    |                | WIA Youth | Error Messages   |
|--------------------|---------------|---------------|---|-------------------------|--|--|-------------------------|------------|----|----------------|--|----|----------------|-----------|--|
|                    |               |               |   |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)   | Error Type              | SI         | SC | IT             | SI   | SC | IT             | 14 - 21   |  |
|                    |               |               |   |                         |  |  |                         |            |    |                |  |    |                |           |  |
| 152                | 1701          | 670           | School Status at Exit                             | IN 1                    | 1 = In-school, H.S. or less<br>2 = In-school, Alternative School<br>3 = In-school, Post-H.S.<br>4 = Not attending school or H.S. Dropout<br>5 = Not attending school; H.S. graduate  | If WIASRD 411 (School Status at Participation) = 3 or 5, then WIASRD 1701 must = Blank, 3 or 5   | A. WARNING              |            |    |                |  |    |                | R         | A. School Status at Exit and School Status at Participation values are contradictory.  |
| 153                | 1702          | 671           | Youth Placement Information                       | IN 1                    | 1 = Entered post-secondary education<br>2 = Entered advanced training<br>3 = Entered military service<br>4 = Entered a qualified apprenticeship<br>0 = None of the above   | A. If WIASRD 907 (Date of First Youth Service) is not null and Exit Quarter + 3 Quarters <= Report Submittal Date, then WIASRD 1702 (Youth Placement Information) must = 0, 1-4<br><br>B. If WIASRD 200 (Date of Birth) +19 Years > WIASRD 907 (Date of First Youth Service) and WIASRD 901 (Date of Exit) = Valid Date, then WIASRD 1702 (Youth Placement Information) must = 1-4 | A. WARNING<br>B. REJECT |            |    |                |  |    |                | R         | A/B. For youth participants, Youth Placement Information cannot be blank if the report quarter is after the end of the third quarter after the exit quarter.   |
| 154                | 1703          | 672           | Youth Retention Information                       | IN 1                    | 1 = In post-secondary education<br>2 = In advanced training<br>3 = In military service<br>4 = In a qualified apprenticeship<br>0 = None of the above   | A. If WIASRD 907 (Date of First Youth Service) and Exit Quarter + 5 Quarters <= Report Submittal Date, then WIASRD 1703 (Youth Retention Information) must = 0, 1-4  | A. WARNING              |            |    |                |  |    |                | R         | A. For youth participants, Youth Retention Information cannot be blank if the report quarter is after the end of the fifth quarter after the exit quarter.   |
| 155                | 1704          | 668           | Attained Degree or Certificate                    | IN 1                    | 1 = Attained a secondary school (high school) diploma.<br>2 = Attained a GED or high school equivalency diploma.<br>3 = Attained a certificate or other post-secondary degree/diploma.<br>0 = Did not attain a diploma, GED, degree or certificate | A. If WIASRD 411 (School Status at Participation) = 3 or 5, then WIASRD 1704 cannot = 1 or 2<br><br>B. If WIASRD 200 (Date of Birth) +19 Years > WIASRD 907 (Date of First Youth Service) and WIASRD 411 (School Status at Participation) = 1, 2, or 4, and Exit Quarter + 1 Quarter <= Report Submittal Date, then WIASRD 1704 must = 0-3   | A. REJECT<br>B. WARNING |            |    |                |  |    |                | R         | A. Attained Diploma, GED, or Certificate and School Status at Participation values are contradictory.<br><br>B. For younger youth participants, Attained Diploma, GED, or Certificate cannot be blank or 0 if School Status at Participation is In School or H.S. Dropout. |
| 156                | 1705          | 669           | Date Attained Degree or Certificate or Credential | DT 8                    | YYYYMMDD   | If WIASRD 1700 (Type of Recognized Credential #1) > 0 or WIASRD 1704 (Attained Degree or Certificate) > 0, then WIASRD 1705 must be > WIASRD 900 (Date of Participation/Date of First Case Management & Reemployment Service)  | A. WARNING              |            |    | R <sup>T</sup> |  |    | R <sup>T</sup> | R         | A. Date Attained Degree or Certificate is missing or is not after the Date of Program Participation.   |

Section D.04 - Youth Literacy and Numeracy Assessment Data

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                  | DATA TYPE/<br>FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)  | Additional Edit Checks   |            | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth | Error Messages   |
|--------------------|---------------|---------------|------------------------------------|----------------------------|---|--|------------|------------|----|----|--|----|----|-----------|--|
|                    |               |               |                                    |                            |   | Edit Check Logic<br>(All references refer to new WIASRD field numbers)   | Error Type | SI         | SC | IT | SI   | SC | IT | 14 - 21   |  |
|                    |               |               |                                    |                            |   |  |            |            |    |    |  |    |    |           |  |
| 157                | 1800          | New           | Literacy/Numeracy Gains Begin Date | DT 8                       | YYYYMMDD  | LEAVE ELEMENT BLANK PENDING FURTHER INSTRUCTION FROM ETA.  |            |            |    |    |  |    |    | R         |  |
| 158                | 1801          | 701           | Category of Assessment             | IN 1                       | 1 = ABE<br>2 = ESL<br>3 = Both ABE and ESL<br>0 = Not assessed  | If WIASRD 411 (School Status at Participation) = 3, 4, 5, and WIASRD 802 (Basic Literacy Skills Deficiency) = 1, and WIASRD 907 (Date of First WIA Youth Service) is not null, then WIASRD 1801 (Category of Assessment) must = 1, 2, or 3 | A. WARNING |            |    |    |  |    |    | R         | A. Category of Assessment cannot be blank or 0 if youth is Out-of-School, Basic Literacy Skills Deficient. |
| 159                | 1802          | 702           | Type of Assessment Test            | IN 2                       | 1 = TABE 9-10<br>2 = CASAS (Life Skills)<br>3 = ABLE<br>4 = WorkKeys<br>5 = SPL<br>6 = BEST<br>7 = BEST Plus<br>8 = TABE Class E<br>9 = Wonderlic<br>10 = Other Approved Assessment Tool  | If WIASRD 1801 (Category of Assessment) = 1, 2, or 3, then WIASRD 1802 (Type of Assessment Test) must = 1-10   | A. WARNING |            |    |    |  |    |    | R         | A. Category of Assessment is specified, but no Type of Assessment Test is indicated.                       |
| 160                | 1803          | 703           | Functional Area                    | IN 1                       | 1 = Reading<br>2 = Writing<br>3 = Language<br>4 = Mathematics<br>5 = Speaking<br>6 = Oral<br>7 = Other Literacy Functional Area<br>8 = Other Numeracy Functional Area<br>0 = Not assessed | If WIASRD 1802 (Type of Assessment Test) = 1-10, then WIASRD 1803 (Functional Area) must = 1-8   | A. WARNING |            |    |    |  |    |    | R         | A. Type of Assessment Test is specified, but no Functional Area is indicated.                              |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME             | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)   | Additional Edit Checks  |  | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth | Error Messages   |
|--------------------|---------------|---------------|-------------------------------|-------------------------|--|---|--|------------|----|----|--|----|----|-----------|--|
|                    |               |               |                               |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)  | Error Type                                   | SI         | SC | IT | SI   | SC | IT | 14 - 21   |  |
|                    |               |               |                               |                         |  |   |  |            |    |    |  |    |    |           |  |
| 161                | 1804          | 704           | Date Administered Pre-Test    | DT 8                    | YYYYMMDD   | A. If Report Submittal Date is >= WIASRD 907 (Date of First WIA Youth Service) + 90 days, then WIASRD 1804 (Date Administered Pre-Test) must = Valid Date<br><br>B. If WIASRD 1802 (Type of Assessment Test) = 1-10, then WIASRD 1804 (Date Administered Pre-Test) must = Valid Date<br><br>C. If WIASRD 1807 (Date Administered Post-Test (Year #1)) or WIASRD 1810 (Date Administered Post-Test (Year #2)) or WIASRD 1813 (Date Administered Post-Test (Year #3)) = Valid Date, then WIASRD 1804 (Date Administered Pre-Test) must = Valid Date | A. Warning<br><br>B. Reject<br><br>C. Reject |            |    |    |  |    |    | R         | A. Date Administered Pre-Test cannot be blank for Out-of-School, Basic Skills Deficient youth who has been in the program more than 90 days.<br><br>B. Date Administered Pre-Test cannot be blank if Type of Assessment is specified.<br><br>C. Date Administered Pre-Test cannot be blank if Date Administered Post-Test (Year1, Year2, or Year3) is given. |
| 162                | 1805          | 705           | Pre-Test Score                | IN 3                    | 000  | A. If WIASRD 1804 (Date Administered Pre-Test) = Valid Date, then WIASRD 1805 (Pre-Test Score) must be > 000<br><br>B. If WIASRD 1806 (Educational Functioning Level) = 1-8, then WIASRD 1805 (Pre-Test Score) must be > 000  | A/B. WARNING                                 |            |    |    |  |    |    | R         | A-B. Date Administered Pre-Test and/or Educational Functioning Level is specified, but no Pre-Test Score is given.   |
| 163                | 1806          | 706           | Educational Functioning Level | IN 1                    | 0 = Not Assessed<br>1 = Beginning ESL Literacy<br>2 = Low Beginning ESL Literacy<br>3 = Beginning ABE Literacy/High Beginning ESL Literacy<br>4 = Beginning Basic Education/Low Intermediate ESL<br>5 = Low Intermediate Basic Education/High Intermediate ESL<br>6 = High Intermediate Basic Education/Advanced ESL<br>7 = Low Adult Secondary Education/Exit ESL<br>8 = High Adult Secondary Education | A. If WIASRD 1805 (Pre-Test Score) is > 000, then WIASRD 1806 (Educational Functioning Level) must = 1-8  | A. WARNING                                   |            |    |    |  |    |    | R         | A. Pre-Test Score is specified, but no Educational Functioning Level is given.   |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                       | DATA TYPE/FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)   | Additional Edit Checks  |                             | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth | Error Messages  |
|--------------------|---------------|---------------|---|------------------------|--|---|-----------------------------|------------|----|----|--|----|----|-----------|---|
|                    |               |               |   |                        |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)  | Error Type                  | SI         | SC | IT | SI   | SC | IT | 14 - 21   |   |
|                    |               |               |   |                        |  |   |                             |            |    |    |  |    |    |           |   |
| 164                | 1807          | 707           | Date Administered Post-Test (Year #1)   | DT 8                   | YYYYMMDD   | A. WIASRD 1807 (Date Administered Post-Test (Year #1)) must be > WIASRD 1804 (Date Administered Pre-Test)<br><br>B. WIASRD 1807 (Date Administered Post-Test (Year #1)) must be >= WIASRD 907 (Date of First WIA Youth Service), and <= WIASRD 907 (Date of First WIA Youth Service) + 1 year   | A. REJECT<br><br>B. WARNING |            |    |    |  |    |    | R         | A. Date Administered Post-Test (Year #1) must be after Date Administered Pre-Test.<br><br>B. Date Administered Post-Test (Year #1) is not within the youth's first participation year.  |
| 165                | 1808          | 708           | Post-Test Score (Year #1)               | IN 3                   | 000  | A. If WIASRD 1807 (Date Administered Post-Test (Year #1)) = Valid Date, then WIASRD 1808 (Post-Test Score (Year #1)) must be > 000<br><br>B. If WIASRD 1809 (Educational Functioning Level (Year #1)) = 1-8, then WIASRD 1808 (Post-Test Score (Year #1)) must be > 000   | A/B. WARNING                |            |    |    |  |    |    | R         | A-B. Date Administered Post-Test and/or Educational Functioning Level (Year #1) is specified, but no Post-Test Score (Year #1) is given.  |
| 166                | 1809          | 709           | Educational Functioning Level (Year #1) | IN 1                   | 0 = Not Assessed<br>1 = Beginning ESL Literacy<br>2 = Low Beginning ESL Literacy<br>3 = Beginning ABE Literacy/High Beginning ESL Literacy<br>4 = Beginning Basic Education/Low Intermediate ESL<br>5 = Low Intermediate Basic Education/High Intermediate ESL<br>6 = High Intermediate Basic Education/Advanced ESL<br>7 = Low Adult Secondary Education/Exit ESL<br>8 = High Adult Secondary Education | If WIASRD 1808 (Post-Test Score (Year #1)) > 000, then WIASRD 1809 (Educational Functioning Level (Year #1)) must = 1-8   | WARNING                     |            |    |    |  |    |    | R         | A. Post-Test Score (Year #1) is specified, but no Educational Functioning Level (Year #1) is given.   |
| 167                | 1810          | 710           | Date Administered Post-Test (Year #2)   | DT 8                   | YYYYMMDD   | A. WIASRD 1810 (Date Administered Post-Test (Year #2)) must be > WIASRD 907 (Date of First WIA Youth Service)+ 1 year, and <= WIASRD 907 (Date of First WIA Youth Service) + 2 years<br><br>B. WIASRD 1810 (Date Administered Post-Test (Year #2)) must be > WIASRD 1810 (Date Administered Post-Test (Year #1)) if WIASRD 1807 is not null or must be > WIASRD 1804 (Date Administered Pre-Test) | A. WARNING<br><br>B. REJECT |            |    |    |  |    |    | R         | A. Date Administered Post-Test (Year #2) is not within the youth's second participation year.<br><br>B. Date Administered Post-Test (Year #2) must be after Date Administered Post-Test (Year #1) or after Date Administered Pre-Test |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                       | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)   | Additional Edit Checks  |                             | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth | Error Messages   |
|--------------------|---------------|---------------|---|-------------------------|--|---|-----------------------------|------------|----|----|--|----|----|-----------|--|
|                    |               |               |   |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)  | Error Type                  | SI         | SC | IT | SI   | SC | IT | 14 - 21   |  |
|                    |               |               |   |                         |  |   |                             |            |    |    |  |    |    |           |  |
| 168                | 1811          | 711           | Post-Test Score (Year #2)               | IN 3                    | 000  | A. If WIASRD 1810 (Date Administered Post-Test (Year #2)) = Valid Date, then WIASRD 1811 (Post-Test Score (Year #2)) must be > 000<br><br>B. If WIASRD 1812 (Educational Functioning Level (Year #2)) is 1-8, then WIASRD 1811 (Post-Test Score (Year #2)) must be > 000  | A/B. WARNING                |            |    |    |  |    |    | R         | A-B. Date Administered Post-Test and/or Educational Functioning Level (Year #2) is specified, but no Post-Test Score (Year #2) is given.   |
| 169                | 1812          | 712           | Educational Functioning Level (Year #2) | IN 1                    | 0 = Not Assessed<br>1 = Beginning ESL Literacy<br>2 = Low Beginning ESL Literacy<br>3 = Beginning ABE Literacy/High Beginning ESL Literacy<br>4 = Beginning Basic Education/Low Intermediate ESL<br>5 = Low Intermediate Basic Education/High Intermediate ESL<br>6 = High Intermediate Basic Education/Advanced ESL<br>7 = Low Adult Secondary Education/Exit ESL<br>8 = High Adult Secondary Education | If WIASRD 1811 (Post-Test Score (Year #2)) is > 000, then WIASRD 1812 (Educational Functioning Level (Year #2)) must = 1-8  | WARNING                     |            |    |    |  |    |    | R         | A. Post-Test Score (Year #2) is specified, but no Educational Functioning Level (Year #2) is given.  |
| 170                | 1813          | 713           | Date Administered Post-Test (Year #3)   | DT 8                    | YYYYMMDD   | A. WIASRD 1813 (Date Administered Post-Test (Year #2)) must be > WIASRD 907 (Date of First WIA Youth Service)+ 2 years, and <= WIASRD 907 (Date of First WIA Youth Service) + 3 years<br><br>B. WIASRD 1813 (Date Administered Post-Test (Year #3)) must be > WIASRD 1810 (Date Administered Post-Test (Year #2)) if WIASRD 1810 is not null or must be > WIASRD 1807 (Date Administered Post-Test (Year #1)) if WIASRD 1807 is not null or must be > WIASRD 1804 (Date of Pre-Test). | A. WARNING<br><br>B. REJECT |            |    |    |  |    |    | R         | A. Date Administered Post-Test (Year #3) is not within the youth's second participation year.<br><br>B. Date Administered Post-Test (Year #3) must be after Date Administered Post-Test (Year #2) or after Date Administered Post-Test (Year #1) or after the Date Administered Pre-Test |
| 171                | 1814          | 714           | Post-Test Score (Year #3)               | IN 3                    | 000  | A. If WIASRD 1813 (Date Administered Post-Test (Year #3)) = Valid Date, then WIASRD 1814 (Post-Test Score (Year #3)) must be > 000<br><br>B. If WIASRD 1815 (Educational Functioning Level (Year #3)) is 1-8, then WIASRD 1814 (Post-Test Score (Year #3)) must be > 000  | A/B. WARNING                |            |    |    |  |    |    | R         | A-B. Date Administered Post-Test and/or Educational Functioning Level (Year #3) is specified, but no Post-Test Score (Year #3) is given.   |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                       | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)   | Additional Edit Checks   |            | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth | Error Messages  |
|--------------------|---------------|---------------|---|-------------------------|--|--|------------|------------|----|----|--|----|----|-----------|---|
|                    |               |               |   |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)   | Error Type | SI         | SC | IT | SI   | SC | IT | 14 - 21   |   |
|                    |               |               |   |                         |  |  |            |            |    |    |  |    |    |           |   |
| 172                | 1815          | 715           | Educational Functioning Level (Year #3) | IN 1                    | 0 = Not Assessed<br>1 = Beginning ESL Literacy<br>2 = Low Beginning ESL Literacy<br>3 = Beginning ABE Literacy/High Beginning ESL Literacy<br>4 = Beginning Basic Education/Low Intermediate ESL<br>5 = Low Intermediate Basic Education/High Intermediate ESL<br>6 = High Intermediate Basic Education/Advanced ESL<br>7 = Low Adult Secondary Education/Exit ESL<br>8 = High Adult Secondary Education | If WIASRD 1814 (Post-Test Score (Year #3)) is > 000, then WIASRD 1815 (Educational Functioning Level (Year #3)) must = 1-8 | A. WARNING |            |    |    |  |    |    | R         | A. Post-Test Score (Year #3) is specified, but no Educational Functioning Level (Year #3) is given. |
| 173                | 1816          | 716           | Type of Assessment Test                 | IN 2                    | 1 = TABE 9-10<br>2 = CASAS (Life Skills)<br>3 = ABLE<br>4 = WorkKeys<br>5 = SPL<br>6 = BEST<br>7 = BEST Plus<br>8 = TABE Class E<br>9 = Wonderlic<br>10 = Other Approved Assessment Tool   | (No Additional Edit Checks)  |            |            |    |    |  |    |    | R         |   |
| 174                | 1817          | 717           | Functional Area                         | IN 1                    | 1 = Reading<br>2 = Writing<br>3 = Language<br>4 = Mathematics<br>5 = Speaking<br>6 = Oral<br>7 = Other Literacy Functional Area<br>8 = Other Numeracy Functional Area<br>0 = Not assessed  | If WIASRD 1816 (Type of Assessment Test) = 1-10, then WIASRD 1817 (Functional Area) must = 1-8                             | A. WARNING |            |    |    |  |    |    | R         | A. Type of Assessment Test is specified, but no Functional Area is indicated.                       |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME             | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)   | Additional Edit Checks  |                            | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth | Error Messages   |
|--------------------|---------------|---------------|-------------------------------|-------------------------|--|---|----------------------------|------------|----|----|--|----|----|-----------|--|
|                    |               |               |                               |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)  | Error Type                 | SI         | SC | IT | SI   | SC | IT | 14 - 21   |  |
|                    |               |               |                               |                         |  |   |                            |            |    |    |  |    |    |           |  |
| 175                | 1818          | 718           | Date Administered Pre-Test    | DT 8                    | YYYYMMDD   | A. If WIASRD 1816 (Type of Assessment Test) = 1- 10, then WIASRD 1818 (Date Administered Pre-Test) must = Valid Date<br><br>B. If WIASRD 1821 (Date Administered Post-Test (Year #1)) or WIASRD 1824 (Date Administered Post-Test (Year #2)) or WIASRD 1827 (Date Administered Post-Test (Year #3)) = Valid Date, then WIASRD 1818 (Date Administered Pre-Test) must = Valid Date | A. REJECT<br><br>B. REJECT |            |    |    |  |    |    | R         | A. Date Administered Pre-Test cannot be blank if Type of Assessment is specified.<br><br>B. Date Administered Pre-Test cannot be blank if Date Administered Post-Test (Year1, Year2, or Year3) is given. |
| 176                | 1819          | 719           | Pre-Test Score                | IN 3                    | 000  | A. If WIASRD 1818 (Date Administered Pre-Test) = Valid Date, then WIASRD 1819 (Pre-Test Score) must be > 000<br><br>B. If WIASRD 1820 (Educational Functioning Level) = 1-8, then WIASRD 1819 (Pre-Test Score) must be > 000  | A/B. WARNING               |            |    |    |  |    |    | R         | A-B. Date Administered Pre-Test and/or Educational Functioning Level is specified, but no Pre-Test Score is given.   |
| 177                | 1820          | 720           | Educational Functioning Level | IN 1                    | 0 = Not Assessed<br>1 = Beginning ESL Literacy<br>2 = Low Beginning ESL Literacy<br>3 = Beginning ABE Literacy/High Beginning ESL Literacy<br>4 = Beginning Basic Education/Low Intermediate ESL<br>5 = Low Intermediate Basic Education/High Intermediate ESL<br>6 = High Intermediate Basic Education/Advanced ESL<br>7 = Low Adult Secondary Education/Exit ESL<br>8 = High Adult Secondary Education | A. If WIASRD 1819 (Pre-Test Score) is > 000, then WIASRD 1820 (Educational Functioning Level) must = 1-8  | A. WARNING                 |            |    |    |  |    |    | R         | A. Pre-Test Score is specified, but no Educational Functioning Level is given.   |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                       | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)   | Additional Edit Checks   |                             | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth | Error Messages  |
|--------------------|---------------|---------------|---|-------------------------|--|--|-----------------------------|------------|----|----|--|----|----|-----------|---|
|                    |               |               |   |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)   | Error Type                  | SI         | SC | IT | SI   | SC | IT | 14 - 21   |   |
|                    |               |               |   |                         |  |  |                             |            |    |    |  |    |    |           |   |
| 178                | 1821          | 721           | Date Administered Post-Test (Year #1)   | DT 8                    | YYYYMMDD   | A. WIASRD 1821 (Date Administered Post-Test (Year #1)) must be > WIASRD 1818 (Date Administered Pre-Test)<br><br>B. WIASRD 1821 (Date Administered Post-Test (Year #1)) must be >= WIASRD 907 (Date of First WIA Youth Service), and <= WIASRD 907 (Date of First WIA Youth Service) + 1 year  | A. REJECT<br><br>B. WARNING |            |    |    |  |    |    | R         | A. Date Administered Post-Test (Year #1) must be after Date Administered Pre-Test.<br><br>B. Date Administered Post-Test (Year #1) is not within the youth's first participation year.  |
| 179                | 1822          | 722           | Post-Test Score (Year #1)               | IN 3                    | 000  | A. If WIASRD 1821 (Date Administered Post-Test (Year #1)) = Valid Date, then WIASRD 1822 (Post-Test Score (Year #1)) must be > 000<br><br>B. If WIASRD 1823 (Educational Functioning Level (Year #1)) = 1-8, then WIASRD 1822 (Post-Test Score (Year #1)) must be > 000  | A/B. WARNING                |            |    |    |  |    |    | R         | A-B. Date Administered Post-Test and/or Educational Functioning Level (Year #1) is specified, but no Post-Test Score (Year #1) is given.  |
| 180                | 1823          | 723           | Educational Functioning Level (Year #1) | IN 1                    | 0 = Not Assessed<br>1 = Beginning ESL Literacy<br>2 = Low Beginning ESL Literacy<br>3 = Beginning ABE Literacy/High Beginning ESL Literacy<br>4 = Beginning Basic Education/Low Intermediate ESL<br>5 = Low Intermediate Basic Education/High Intermediate ESL<br>6 = High Intermediate Basic Education/Advanced ESL<br>7 = Low Adult Secondary Education/Exit ESL<br>8 = High Adult Secondary Education | If WIASRD 1822 (Post-Test Score (Year #1)) > 000, then WIASRD 1823 (Educational Functioning Level (Year #1)) must = 1-8  | WARNING                     |            |    |    |  |    |    | R         | A. Post-Test Score (Year #1) is specified, but no Educational Functioning Level (Year #1) is given.   |
| 181                | 1824          | 724           | Date Administered Post-Test (Year #2)   | DT 8                    | YYYYMMDD   | A. WIASRD 1824 (Date Administered Post-Test (Year #2)) must be > WIASRD 907 (Date of First WIA Youth Service)+ 1 year, and <= WIASRD 907 (Date of First WIA Youth Service) + 2 years<br><br>B. WIASRD 1824 (Date Administered Post-Test (Year #2)) must be > WIASRD 1821 (Date Administered Post-Test (Year #1)) if WIASRD 1821 is not null or must be > WASRD 1818 (Date Administered Pre-Test) | A. WARNING<br><br>B. REJECT |            |    |    |  |    |    | R         | A. Date Administered Post-Test (Year #2) is not within the youth's second participation year.<br><br>B. Date Administered Post-Test (Year #2) must be after Date Administered Post-Test (Year #1) or after Date Administered Pre-Test |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                       | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)   | Additional Edit Checks  |                             | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth | Error Messages   |
|--------------------|---------------|---------------|---|-------------------------|--|---|-----------------------------|------------|----|----|--|----|----|-----------|--|
|                    |               |               |   |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)  | Error Type                  | SI         | SC | IT | SI   | SC | IT | 14 - 21   |  |
|                    |               |               |   |                         |  |   |                             |            |    |    |  |    |    |           |  |
| 182                | 1825          | 725           | Post-Test Score (Year #2)               | IN 3                    | 000  | A. If WIASRD 1824 (Date Administered Post-Test (Year #2)) = Valid Date, then WIASRD 1825 (Post-Test Score (Year #2)) must be > 000<br><br>B. If WIASRD 1826 (Educational Functioning Level (Year #2)) is 1-8, then WIASRD 1825 (Post-Test Score (Year #2)) must be > 000  | A/B. WARNING                |            |    |    |  |    |    | R         | A-B. Date Administered Post-Test and/or Educational Functioning Level (Year #2) is specified, but no Post-Test Score (Year #2) is given.   |
| 183                | 1826          | 726           | Educational Functioning Level (Year #2) | IN 1                    | 0 = Not Assessed<br>1 = Beginning ESL Literacy<br>2 = Low Beginning ESL Literacy<br>3 = Beginning ABE Literacy/High Beginning ESL Literacy<br>4 = Beginning Basic Education/Low Intermediate ESL<br>5 = Low Intermediate Basic Education/High Intermediate ESL<br>6 = High Intermediate Basic Education/Advanced ESL<br>7 = Low Adult Secondary Education/Exit ESL<br>8 = High Adult Secondary Education | A. If WIASRD 1825(Post-Test Score (Year #2)) is > 000, then WIASRD 1826 (Educational Functioning Level (Year #2)) must = 1-8  | A. WARNING                  |            |    |    |  |    |    | R         | A. Post-Test Score (Year #2) is specified, but no Educational Functioning Level (Year #2) is given.  |
| 184                | 1827          | 727           | Date Administered Post-Test (Year #3)   | DT 8                    | YYYYMMDD   | A. WIASRD 1827 (Date Administered Post-Test (Year #3)) must be > WIASRD 907 (Date of First WIA Youth Service)+ 2 year, and <= WIASRD 907 (Date of First WIA Youth Service) + 3 years<br><br>B. WIASRD 1827 (Date Administered Post-Test (Year #3)) must be > WIASRD 1824 (Date Administered Post-Test (Year #2)) if WIASRD 1824 is not null or must be > WIASRD 1821 (Date Administered Post-Test (Year #1)) if WIASRD 1821 is not null or must be > WIASRD 1818 (Date Administered Pre-Test. | A. WARNING<br><br>B. REJECT |            |    |    |  |    |    | R         | A. Date Administered Post-Test (Year #3) is not within the youth's second participation year.<br><br>B. Date Administered Post-Test (Year #3) must be after Date Administered Post-Test (Year #2) or after Date Administered Post-Test (Year #1) or after the Date Administered Pre-Test |
| 185                | 1828          | 728           | Post-Test Score (Year #3)               | IN 3                    | 000  | A. If WIASRD 1827 (Date Administered Post-Test (Year #3)) = Valid Date, then WIASRD 1828 (Post-Test Score (Year #3)) must be > 000<br><br>B. If WIASRD 1829 (Educational Functioning Level (Year #3)) is 1-8, then WIASRD 1828 (Post-Test Score (Year #3)) must be > 000  | A/B. WARNING                |            |    |    |  |    |    | R         | A-B. Date Administered Post-Test and/or Educational Functioning Level (Year #3) is specified, but no Post-Test Score (Year #3) is given.   |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                       | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)   | Additional Edit Checks   |            | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth | Error Messages  |
|--------------------|---------------|---------------|---|-------------------------|--|--|------------|------------|----|----|--|----|----|-----------|---|
|                    |               |               |   |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)   | Error Type | SI         | SC | IT | SI   | SC | IT | 14 - 21   |   |
|                    |               |               |   |                         |  |  |            |            |    |    |  |    |    |           |   |
| 186                | 1829          | 729           | Educational Functioning Level (Year #3) | IN 1                    | 0 = Not Assessed<br>1 = Beginning ESL Literacy<br>2 = Low Beginning ESL Literacy<br>3 = Beginning ABE Literacy/High Beginning ESL Literacy<br>4 = Beginning Basic Education/Low Intermediate ESL<br>5 = Low Intermediate Basic Education/High Intermediate ESL<br>6 = High Intermediate Basic Education/Advanced ESL<br>7 = Low Adult Secondary Education/Exit ESL<br>8 = High Adult Secondary Education | If WIASRD 1828 (Post-Test Score (Year #3)) is > 000, then WIASRD 1829 (Educational Functioning Level (Year #3)) must = 1-8 | A. WARNING |            |    |    |  |    |    | R         | A. Post-Test Score (Year #3) is specified, but no Educational Functioning Level (Year #3) is given. |
| 187                | 1830          | 730           | Type of Assessment Test                 | IN 2                    | 1 = TABE 9-10<br>2 = CASAS (Life Skills)<br>3 = ABLE<br>4 = WorkKeys<br>5 = SPL<br>6 = BEST<br>7 = BEST Plus<br>8 = TABE Class E<br>9 = Wonderlic<br>10 = Other Approved Assessment Tool   | (No Additional Edit Checks)  |            |            |    |    |  |    |    | R         |   |
| 188                | 1831          | 731           | Functional Area                         | IN 1                    | 1 = Reading<br>2 = Writing<br>3 = Language<br>4 = Mathematics<br>5 = Speaking<br>6 = Oral<br>7 = Other Literacy Functional Area<br>8 = Other Numeracy Functional Area<br>0 = Not assessed  | If WIASRD 1830 (Type of Assessment Test) = 1-10, then WIASRD 1831 (Functional Area) must = 1-8                             | A. WARNING |            |    |    |  |    |    | R         | A. Type of Assessment Test is specified, but no Functional Area is indicated.                       |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME             | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)   | Additional Edit Checks  |                            | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth | Error Messages   |
|--------------------|---------------|---------------|-------------------------------|-------------------------|--|---|----------------------------|------------|----|----|--|----|----|-----------|--|
|                    |               |               |                               |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)  | Error Type                 | SI         | SC | IT | SI   | SC | IT | 14 - 21   |  |
|                    |               |               |                               |                         |  |   |                            |            |    |    |  |    |    |           |  |
| 189                | 1832          | 732           | Date Administered Pre-Test    | DT 8                    | YYYYMMDD   | A. If WIASRD 1830 (Type of Assessment Test) = 1- 10, then WIASRD 1832 (Date Administered Pre-Test) must = Valid Date<br><br>B. If WIASRD 1835 (Date Administered Post-Test (Year #1)) or WIASRD 1838 (Date Administered Post-Test (Year #2)) or WIASRD 1841 (Date Administered Post-Test (Year #3)) = Valid Date, then WIASRD 1832 (Date Administered Pre-Test) must = Valid Date | A. REJECT<br><br>B. REJECT |            |    |    |  |    |    | R         | A. Date Administered Pre-Test cannot be blank if Type of Assessment is specified.<br><br>B. Date Administered Pre-Test cannot be blank if Date Administered Post-Test (Year1, Year2, or Year3) is given. |
| 190                | 1833          | 733           | Pre-Test Score                | IN 3                    | 000  | A. If WIASRD 1832 (Date Administered Pre-Test) = Valid Date, then WIASRD 1833(Pre-Test Score) must be > 000<br><br>B. If WIASRD 1831 (Educational Functioning Level) = 1- 8, then WIASRD 1833 (Pre-Test Score) must be > 000  | A/B. WARNING               |            |    |    |  |    |    | R         | A-B. Date Administered Pre-Test and/or Educational Functioning Level is specified, but no Pre-Test Score is given.   |
| 191                | 1834          | 734           | Educational Functioning Level | IN 1                    | 0 = Not Assessed<br>1 = Beginning ESL Literacy<br>2 = Low Beginning ESL Literacy<br>3 = Beginning ABE Literacy/High Beginning ESL Literacy<br>4 = Beginning Basic Education/Low Intermediate ESL<br>5 = Low Intermediate Basic Education/High Intermediate ESL<br>6 = High Intermediate Basic Education/Advanced ESL<br>7 = Low Adult Secondary Education/Exit ESL<br>8 = High Adult Secondary Education | A. If WIASRD 1833 (Pre-Test Score) is > 000, then WIASRD 1834 (Educational Functioning Level) must = 1- 8   | A. WARNING                 |            |    |    |  |    |    | R         | A. Pre-Test Score is specified, but no Educational Functioning Level is given.   |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                       | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)   | Additional Edit Checks  |                             | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth | Error Messages  |
|--------------------|---------------|---------------|---|-------------------------|--|---|-----------------------------|------------|----|----|--|----|----|-----------|---|
|                    |               |               |   |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)  | Error Type                  | SI         | SC | IT | SI   | SC | IT | 14 - 21   |   |
|                    |               |               |   |                         |  |   |                             |            |    |    |  |    |    |           |   |
| 192                | 1835          | 735           | Date Administered Post-Test (Year #1)   | DT 8                    | YYYYMMDD   | A. WIASRD 1835 (Date Administered Post-Test (Year #1)) must be > WIASRD 1832 (Date Administered Pre-Test)<br><br>B. WIASRD 1835 (Date Administered Post-Test (Year #1)) must be >= WIASRD 907 (Date of First WIA Youth Service), and <= WIASRD 907 (Date of First WIA Youth Service) + 1 year   | A. REJECT<br><br>B. WARNING |            |    |    |  |    |    | R         | A. Date Administered Post-Test (Year #1) must be after Date Administered Pre-Test.<br><br>B. Date Administered Post-Test (Year #1) is not within the youth's first participation year.  |
| 193                | 1836          | 736           | Post-Test Score (Year #1)               | IN 3                    | 000  | A. If WIASRD 1835 (Date Administered Post-Test (Year #1)) = Valid Date, then WIASRD 1836 (Post-Test Score (Year #1)) must be > 000<br><br>B. If WIASRD 1837 (Educational Functioning Level (Year #1)) = 1-8, then WIASRD 1836 (Post-Test Score (Year #1)) must be > 000   | A/B. WARNING                |            |    |    |  |    |    | R         | A-B. Date Administered Post-Test and/or Educational Functioning Level (Year #1) is specified, but no Post-Test Score (Year #1) is given.  |
| 194                | 1837          | 737           | Educational Functioning Level (Year #1) | IN 1                    | 0 = Not Assessed<br>1 = Beginning ESL Literacy<br>2 = Low Beginning ESL Literacy<br>3 = Beginning ABE Literacy/High Beginning ESL Literacy<br>4 = Beginning Basic Education/Low Intermediate ESL<br>5 = Low Intermediate Basic Education/High Intermediate ESL<br>6 = High Intermediate Basic Education/Advanced ESL<br>7 = Low Adult Secondary Education/Exit ESL<br>8 = High Adult Secondary Education | If WIASRD 1836 (Post-Test Score (Year #1)) > 000, then WIASRD 1837 (Educational Functioning Level (Year #1)) must = 1-8   | WARNING                     |            |    |    |  |    |    | R         | A. Post-Test Score (Year #1) is specified, but no Educational Functioning Level (Year #1) is given.   |
| 195                | 1838          | 738           | Date Administered Post-Test (Year #2)   | DT 8                    | YYYYMMDD   | A. WIASRD 1838 (Date Administered Post-Test (Year #2)) must be > WIASRD 907 (Date of First WIA Youth Service)+ 1 year, and <= WIASRD 907 (Date of First WIA Youth Service) + 2 years<br><br>B. WIASRD 1838 (Date Administered Post-Test (Year #2)) must be > WIASRD 1835 (Date Administered Post-Test (Year #1)) if WIASRD 1835 is not null or must be > WIASRD 1832 (Date Administered Pre-Test) | A. WARNING<br><br>B. REJECT |            |    |    |  |    |    | R         | A. Date Administered Post-Test (Year #2) is not within the youth's second participation year.<br><br>B. Date Administered Post-Test (Year #2) must be after Date Administered Post-Test (Year #1) or after Date Administered Pre-Test |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                       | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)   | Additional Edit Checks  |                             | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth | Error Messages   |
|--------------------|---------------|---------------|---|-------------------------|--|---|-----------------------------|------------|----|----|--|----|----|-----------|--|
|                    |               |               |   |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)  | Error Type                  | SI         | SC | IT | SI   | SC | IT | 14 - 21   |  |
|                    |               |               |   |                         |  |   |                             |            |    |    |  |    |    |           |  |
| 196                | 1839          | 739           | Post-Test Score (Year #2)               | IN 3                    | 000  | A. If WIASRD 1838 (Date Administered Post-Test (Year #2)) = Valid Date, then WIASRD 1839 (Post-Test Score (Year #2)) must be > 000<br><br>B. If WIASRD 1840 (Educational Functioning Level (Year #2)) is 1-8, then WIASRD 1839 (Post-Test Score (Year #2)) must be > 000  | A/B. WARNING                |            |    |    |  |    |    | R         | A-B. Date Administered Post-Test and/or Educational Functioning Level (Year #2) is specified, but no Post-Test Score (Year #2) is given.   |
| 197                | 1840          | 740           | Educational Functioning Level (Year #2) | IN 1                    | 0 = Not Assessed<br>1 = Beginning ESL Literacy<br>2 = Low Beginning ESL Literacy<br>3 = Beginning ABE Literacy/High Beginning ESL Literacy<br>4 = Beginning Basic Education/Low Intermediate ESL<br>5 = Low Intermediate Basic Education/High Intermediate ESL<br>6 = High Intermediate Basic Education/Advanced ESL<br>7 = Low Adult Secondary Education/Exit ESL<br>8 = High Adult Secondary Education | A. If WIASRD 1839 (Post-Test Score (Year #2)) is > 000, then WIASRD 1840 (Educational Functioning Level (Year #2)) must = 1-8   | A. WARNING                  |            |    |    |  |    |    | R         | A. Post-Test Score (Year #2) is specified, but no Educational Functioning Level (Year #2) is given.  |
| 198                | 1841          | 741           | Date Administered Post-Test (Year #3)   | DT 8                    | YYYYMMDD   | A. WIASRD 1841 (Date Administered Post-Test (Year #3)) must be > WIASRD 907 (Date of First WIA Youth Service)+ 2 year, and <= WIASRD 907 (Date of First WIA Youth Service) + 3 years<br><br>B. WIASRD 1841 (Date Administered Post-Test (Year #3)) must be > WIASRD 1838 (Date Administered Post-Test (Year #2)) if WIASRD 1838 is not null or must be > WIASRD 1835 (Date Administered Post-Test (Year #1)) if WIASRD 1835 is not null or must be > WIASRD 1832 (Date Administered Pre-Test. | A. WARNING<br><br>B. REJECT |            |    |    |  |    |    | R         | A. Date Administered Post-Test (Year #3) is not within the youth's second participation year.<br><br>B. Date Administered Post-Test (Year #3) must be after Date Administered Post-Test (Year #2) or after Date Administered Post-Test (Year #1) or after the Date Administered Pre-Test |
| 199                | 1842          | 742           | Post-Test Score (Year #3)               | IN 3                    | 000  | A. If WIASRD 1841 (Date Administered Post-Test (Year #3)) = Valid Date, then WIASRD 1842 (Post-Test Score (Year #3)) must be > 000<br><br>B. If WIASRD 1843 (Educational Functioning Level (Year #3)) is 1-8, then WIASRD 1842 (Post-Test Score (Year #3)) must be > 000  | A/B. WARNING                |            |    |    |  |    |    | R         | A-B. Date Administered Post-Test and/or Educational Functioning Level (Year #3) is specified, but no Post-Test Score (Year #3) is given.   |

| EDRVS Field Number   | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME                       | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)   | Additional Edit Checks  |              | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth | Error Messages  |  |
|--|---------------|---------------|---|-------------------------|--|---|--------------|------------|----|----|--|----|----|-----------|-----------------|--|
|  |               |               |   |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)  | Error Type   | SI         | SC | IT | SI   | SC | IT | 14 - 21   |                 |  |
|  |               |               |   |                         |  |   |              |            |    |    |  |    |    |           |                 |  |
| 200  | 1843          | 743           | Educational Functioning Level (Year #3) | IN 1                    | 0 = Not Assessed<br>1 = Beginning ESL Literacy<br>2 = Low Beginning ESL Literacy<br>3 = Beginning ABE Literacy/High Beginning ESL Literacy<br>4 = Beginning Basic Education/Low Intermediate ESL<br>5 = Low Intermediate Basic Education/High Intermediate ESL<br>6 = High Intermediate Basic Education/Advanced ESL<br>7 = Low Adult Secondary Education/Exit ESL<br>8 = High Adult Secondary Education | If WIASRD 1842 (Post-Test Score (Year #3)) is > 000, then WIASRD 1843 (Educational Functioning Level (Year #3)) must = 1-8  | A. WARNING   |            |    |    |  |    |    |           | R               | A. Post-Test Score (Year #3) is specified, but no Educational Functioning Level (Year #3) is given.  |
| <b>Section D.05 - Youth Skill Attainment Goals - Not Required for Common Measure Waiver States</b> |               |               |   |                         |  |   |              |            |    |    |  |    |    |           |                 |  |
| 201  | 1900          | 620           | Goal #1 Type                            | IN 1                    | 1 = Basic Skills<br>2 = Occupational Skills<br>3 = Work Readiness Skills<br>Blank or 0 = Does not apply to this participant  | B. If WIASRD 200 (Date of Birth) +19 Years > WIASRD 907 (Date of First Youth Service), and (WIASRD 411 (School Status at Participation) = 1 or 2, or WIASRD 802 (Basic Literacy Skills Deficiency) = 1), then WIASRD 1900 must = 1, 2, or 3   | A. WARNING   |            |    |    |  |    |    |           | R <sup>YY</sup> | A. Goal Type 1 cannot be blank or 0 if participant is In School or Basic Skills Deficient at Participation (WIASRD Elements 129 and 130).  |
| 202  | 1901          | 621           | Date Goal #1 Was Set                    | DT 8                    | YYYYMMDD   | A. If WIASRD 1900 (Goal #1 Type) = 1, 2 or 3, then WIASRD 1901 (Date Goal #1 Was Set) must = Valid Date<br><br>B. If WIASRD 1900 (Goal #1 Type) = Blank or 0, then WIASRD 1901 (Date Goal #1 Was Set) must = Blank<br><br>C.. If WIASRD 200 (Date of Birth) +19 Years > WIASRD 907 (Date of First Youth Service), then WIASRD 1901 (Date Goal #1 Was Set) must be >= WIASRD 907 (Date of First WIA Youth Service) | A/C. WARNING |            |    |    |  |    |    |           | R <sup>YY</sup> | A. Participant has a Goal #1 Type, but no Date Goal #1 Was Set.<br><br>B. Participant has a Date Goal #1 Was Set, but no Goal #1 Type is given.<br><br>C. Date Goal #1 was set must be the same as the Date of First WIA Youth Service |

| EDRVs Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME     | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVs will identify invalid codes and display, where appropriate, warning errors for each field.)       | Additional Edit Checks   |              | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth       | Error Messages  |
|--------------------|---------------|---------------|-----------------------|-------------------------|--|--|--------------|------------|----|----|--|----|----|-----------------|---|
|                    |               |               |                       |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)   | Error Type   | SI         | SC | IT | SI   | SC | IT | 14 - 21         |   |
|                    |               |               |                       |                         |  |  |              |            |    |    |  |    |    |                 |   |
| 203                | 1902          | 622           | Attainment of Goal #1 | IN 1                    | 1 = Attained<br>2 = Set, but not attained<br>3 = Set, but attainment is pending  | A. If WIASRD 1900 (Goal #1 Type) = 1, 2 or 3, then WIASRD 1902 (Attainment of Goal #1) must = 1,2 or 3<br>B. If WIASRD 1903 (Date Attained Goal #1) = Valid Date, then WIASRD 1902 (Attainment of Goal #1) must = 1<br>C. If WIASRD 1900 (Goal #1 Type) = Blank or 0, then WIASRD 1902 (Attainment of Goal #1) must = Blank, or 0<br>D. If WIASRD 901 (Date of Exit) = Valid Date, then WIASRD 1902 (Attainment of Goal #1) cannot = 3 | A/D. WARNING |            |    |    |  |    |    | R <sup>YY</sup> | A. Attainment of Goal #1 cannot be blank or 0 if Goal #1 Type is specified.<br>B. Values in the Goal #1 Attainment fields (WIASRD Elements 1902 and 1903) are contradictory.<br>C. Attainment of Goal #1 must be blank or 0 if no Goal #1 Type is specified.<br>D. Attainment of Goal #1 cannot be pending (3) if participant has a Date of Exit. |
| 204                | 1903          | 623           | Date Attained Goal #1 | DT 8                    | YYYYMMDD   | A. If WIASRD 1902 (Attainment of Goal #1) = 1, then WIASRD 1903 (Date Attained Goal #1) must be >= WIASRD 1901 (Date Goal #1 Was Set)  | A. REJECT    |            |    |    |  |    |    | R <sup>YY</sup> | A. Date Attained Goal #1 is missing or is before Date Goal #1 Was Set.  |
| 205                | 1904          | 624           | Goal #2 Type          | IN 1                    | 1 = Basic Skills<br>2 = Occupational Skills<br>3 = Work Readiness Skills<br>0 = 2nd goal not set                                       | (no additional edit checks)  |              |            |    |    |  |    |    | R <sup>YY</sup> |   |
| 206                | 1905          | 625           | Date Goal #2 Was Set  | DT 8                    | YYYYMMDD   | A. If WIASRD 1904 (Goal #2 Type) = Blank or 0, then WIASRD 1905 (Date Goal #2 Was Set ) must = Blank<br>B. If WIASRD 1904 (Goal #2 Type) = 1, 2 or 3, then WIASRD 1905 (Date Goal #2 Was Set) must = Valid Date  | A/B. WARNING |            |    |    |  |    |    | R <sup>YY</sup> | A. Participant has a Date Goal #2 Was Set, but no Goal #2 Type is specified.<br>B. Participant has a Goal #2 Type, but no Date Goal #2 Was Set.   |
| 207                | 1906          | 626           | Attainment of Goal #2 | IN 1                    | 1 = Attained<br>2 = Set, but not attained before 1 year anniversary date<br>3 = Set, but attainment is pending<br>0 = 2nd goal not set | A. If WIASRD 1904 (Goal #2 Type) = 1, 2, or 3, then WIASRD 1906 (Attainment of Goal #2) must = 1, 2, or 3<br>B. If WIASRD 1904 (Goal #2 Type) = Blank or 0, then WIASRD 1906 (Attainment of Goal #2) must = Blank or 0<br>C. If WIASRD 901 (Date of Exit) = Valid Date, then WIASRD 1906 (Attainment of Goal #2) cannot = 3  | A/C. WARNING |            |    |    |  |    |    | R <sup>YY</sup> | A. Attainment of Goal #2 cannot be blank or 0 if Goal #2 Type is specified.<br>B. Attainment of Goal #2 must be blank or 0 if no Goal #2 Type is specified.<br>C. Attainment of Goal #2 cannot be pending (3) if participant has a Date of Exit.  |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME     | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)       | Additional Edit Checks   |              | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth       | Error Messages   |
|--------------------|---------------|---------------|-----------------------|-------------------------|--|--|--------------|------------|----|----|--|----|----|-----------------|--|
|                    |               |               |                       |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)   | Error Type   | SI         | SC | IT | SI   | SC | IT | 14 - 21         |  |
|                    |               |               |                       |                         |  |  |              |            |    |    |  |    |    |                 |  |
| 208                | 1907          | 627           | Date Attained Goal #2 | DT 8                    | YYYYMMDD   | A. If WIASRD 1906 (Attainment of Goal #2) = 1, then WIASRD 1907 (Date Attained Goal #2) must be Valid Date, and >= WIASRD 1905 (Date Goal #2 Was Set)<br><br>B. If WIASRD 1906 (Attainment of Goal #2) = 2, 3, 0 or Blank, then WIASRD 1907 (Date Attained Goal #2) must = Blank   | A/B. WARNING |            |    |    |  |    |    | R <sup>YY</sup> | A. Date Attained Goal #2 is missing or is before Date Goal #2 Was Set.<br><br>B. Values in the Goal #2 Attainment fields (WIASRD Elements 1906 and 1907) are contradictory.  |
| 209                | 1908          | 628           | Goal #3 Type          | IN 1                    | 1 = Basic Skills<br>2 = Occupational Skills<br>3 = Work Readiness Skills<br>0 = 3rd goal not set                                       | (no additional edit checks)  |              |            |    |    |  |    |    | R <sup>YY</sup> |  |
| 210                | 1909          | 629           | Date Goal #3 Was Set  | DT 8                    | YYYYMMDD   | A. If WIASRD 1908 (Goal #3 Type) = Blank or 0, then WIASRD 1909 (Date Goal #3 Was Set) must = Blank<br><br>B. If WIASRD 1908 (Goal #3 Type) = 1, 2 or 3, then WIASRD 1909 (Date Goal #3 Was Set) must = Valid Date   | A/B. WARNING |            |    |    |  |    |    | R <sup>YY</sup> | A. Participant has a Date Goal #3 Was Set, but no Goal #3 Type is specified.<br><br>B. Participant has a Goal #3 Type, but no Date Goal #3 Was Set.  |
| 211                | 1910          | 630           | Attainment of Goal #3 | IN 1                    | 1 = Attained<br>2 = Set, but not attained before 1 year anniversary date<br>3 = Set, but attainment is pending<br>0 = 3rd goal not set | A. If WIASRD 1908 (Goal #3 Type) = 1, 2, or 3, then WIASRD 1910 (Attainment of Goal #3) must = 1, 2, or 3<br><br>B. If WIASRD 1908 (Goal #3 Type) = Blank or 0, then WIASRD 1910 (Attainment of Goal #3 ) must = Blank or 0<br><br>C. If WIASRD 901 (Date of Exit) = Valid Date, then WIASRD 1910 (Attainment of Goal #3) cannot = 3 | A/C. WARNING |            |    |    |  |    |    | R <sup>YY</sup> | A. Attainment of Goal #3 cannot be blank or 0 if Goal #3 Type is specified.<br><br>B. Attainment of Goal #3 must be blank or 0 if no Goal #3 Type is specified.<br><br>C. Attainment of Goal #3 cannot be pending (3) if participant has a Date of Exit. |
| 212                | 1911          | 631           | Date Attained Goal #3 | DT 8                    | YYYYMMDD   | A. If WIASRD 1910 (Attainment of Goal #3) = 1, then WIASRD 1911 (Date Attained Goal #3) must = Valid Date, and >= WIASRD 1909 (Date Goal #3 Was Set)<br><br>B. If WIASRD 1910 (Attainment of Goal #3 ) = Blank, 0, 2 or 3, then WIASRD 1911 (Date Attained Goal #3) must = Blank   | A/B. WARNING |            |    |    |  |    |    | R <sup>YY</sup> | A. Date Attained Goal #3 is missing or is before Date Goal #3 Was Set.<br><br>B. Values in the Goal #3 Attainment fields (WIASRD Elements 1910 and 1911) are contradictory.  |
| 213                | 1912          | 632           | Goal #4 Type          | IN 1                    | 1 = Basic Skills<br>2 = Occupational Skills<br>3 = Work Readiness Skills<br>0 = 4th goal not set                                       | (no additional edit checks)  |              |            |    |    |  |    |    | R <sup>YY</sup> |  |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME     | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)       | Additional Edit Checks   |              | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth       | Error Messages  |
|--------------------|---------------|---------------|-----------------------|-------------------------|--|--|--------------|------------|----|----|--|----|----|-----------------|---|
|                    |               |               |                       |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)   | Error Type   | SI         | SC | IT | SI   | SC | IT | 14 - 21         |   |
|                    |               |               |                       |                         |  |  |              |            |    |    |  |    |    |                 |   |
| 214                | 1913          | 633           | Date Goal #4 Was Set  | DT 8                    | YYYYMMDD   | A. If WIASRD 1912 (Goal #4 Type) = Blank or 0, then WIASRD 1913 (Date Goal #4 Was Set ) must = Blank<br><br>B. If WIASRD 1912 (Goal #4 Type) = 1, 2 or 3, then WIASRD 1913 (Date Goal #4 Was Set) must = Valid Date  | A/B. WARNING |            |    |    |  |    |    | R <sup>YY</sup> | A. Participant has a Date Goal #4 Was Set, but no Goal #4 Type is specified.<br><br>B. Participant has a Goal #4 Type, but no Date Goal #4 Was Set.   |
| 215                | 1914          | 634           | Attainment of Goal #4 | IN 1                    | 1 = Attained<br>2 = Set, but not attained<br>3 = Set, but attainment is pending<br>0 = 4th goal not set                                | A. If WIASRD 1912 (Goal #4 Type) = 1, 2 or 3, then WIASRD 1914 (Attainment of Goal #4) must = 1,2 or 3<br><br>B. If WIASRD 1915 (Date Attained Goal #4) = Valid Date, then WIASRD 1914 (Attainment of Goal #1) must = 1<br><br>C. If WIASRD 1912 (Goal #4 Type) = Blank or 0, then WIASRD 1914 (Attainment of Goal #4) must = Blank, or 0<br><br>D. If WIASRD 901 (Date of Exit) = Valid Date, then WIASRD 1914 (Attainment of Goal #4) cannot = 3 | A/D. WARNING |            |    |    |  |    |    | R <sup>YY</sup> | A. Attainment of Goal #4 cannot be blank or 0 if Goal #4 Type is specified.<br><br>B. Values in the Goal #4 Attainment fields (WIASRD Elements 1914 and 1915) are contradictory.<br><br>C. Attainment of Goal #4 must be blank or 0 if no Goal #4 Type is specified.<br><br>D. Attainment of Goal #4 cannot be pending (3) if participant has a Date of Exit. |
| 216                | 1915          | 635           | Date Attained Goal #4 | DT 8                    | YYYYMMDD   | If WIASRD 1914 (Attainment of Goal #4) = 1, then WIASRD 1915 (Date Attained Goal #4) must be >= WIASRD 1913 (Date Goal #4 Was Set)   | A. WARNING   |            |    |    |  |    |    | R <sup>YY</sup> | A. Date Attained Goal #4 is missing or is before Date Goal #4 Was Set.  |
| 217                | 1916          | 636           | Goal #5 Type          | IN 1                    | 1 = Basic Skills<br>2 = Occupational Skills<br>3 = Work Readiness Skills<br>0 = 5th goal not set                                       | (no additional edit checks)  |              |            |    |    |  |    |    | R <sup>YY</sup> |   |
| 218                | 1917          | 637           | Date Goal #5 Was Set  | DT 8                    | YYYYMMDD   | A. If WIASRD 1916 (Goal #5 Type) = Blank or 0, then WIASRD 1917 (Date Goal #5 Was Set ) must = Blank<br><br>B. If WIASRD 1916 (Goal #5 Type) = 1, 2 or 3, then WIASRD 1917 (Date Goal #5 Was Set) must = Valid Date  | A/B. WARNING |            |    |    |  |    |    | R <sup>YY</sup> | A. Participant has a Date Goal #5 Was Set, but no Goal #5 Type is specified.<br><br>B. Participant has a Goal #5 Type, but no Date Goal #5 Was Set.   |
| 219                | 1918          | 638           | Attainment of Goal #5 | IN 1                    | 1 = Attained<br>2 = Set, but not attained before 1 year anniversary date<br>3 = Set, but attainment is pending<br>0 = 2nd goal not set | A. If WIASRD 1916 (Goal #5 Type) = 1, 2, or 3, then WIASRD 1918 (Attainment of Goal #5) must = 1, 2, or 3<br><br>B. If WIASRD 1916 (Goal #5 Type) = Blank or 0, then WIASRD 1906 (Attainment of Goal #5) must = Blank or 0<br><br>C. If WIASRD 901 (Date of Exit) = Valid Date, then WIASRD 1918 (Attainment of Goal #5) cannot = 3  | A/C. WARNING |            |    |    |  |    |    | R <sup>YY</sup> | A. Attainment of Goal #5 cannot be blank or 0 if Goal #5 Type is specified.<br><br>B. Attainment of Goal #5 must be blank or 0 if no Goal #5 Type is specified.<br><br>C. Attainment of Goal #5 cannot be pending (3) if participant has a Date of Exit.  |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME     | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)       | Additional Edit Checks  |              | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth       | Error Messages   |
|--------------------|---------------|---------------|-----------------------|-------------------------|--|---|--------------|------------|----|----|--|----|----|-----------------|--|
|                    |               |               |                       |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)  | Error Type   | SI         | SC | IT | SI   | SC | IT | 14 - 21         |  |
|                    |               |               |                       |                         |  |   |              |            |    |    |  |    |    |                 |  |
| 220                | 1919          | 639           | Date Attained Goal #5 | DT 8                    | YYYYMMDD   | A. If WIASRD 1918 (Attainment of Goal #5) = 1, then WIASRD 1919 (Date Attained Goal #5) must be Valid Date, and >= WIASRD 1917(Date Goal #5 Was Set)<br><br>B. If WIASRD 1918 (Attainment of Goal #5) = 2, 3, 0 or Blank, then WIASRD 1910 (Date Attained Goal #5) must = Blank   | A/B. WARNING |            |    |    |  |    |    | R <sup>YY</sup> | A. Date Attained Goal #5 is missing or is before Date Goal #5 Was Set.<br><br>B. Values in the Goal #5 Attainment fields (WIASRD Elements 1918 and 1919) are contradictory.  |
| 221                | 1920          | 640           | Goal #6 Type          | IN 1                    | 1 = Basic Skills<br>2 = Occupational Skills<br>3 = Work Readiness Skills<br>0 = 6th goal not set                                       | (no additional edit checks)   |              |            |    |    |  |    |    | R <sup>YY</sup> |  |
| 222                | 1921          | 641           | Date Goal #6 Was Set  | DT 8                    | YYYYMMDD   | A. If WIASRD 1920 (Goal #6 Type) = Blank or 0, then WIASRD 1921 (Date Goal #6 Was Set ) must = Blank<br><br>B. If WIASRD 1920 (Goal #6 Type) = 1, 2 or 3, then WIASRD 1921 (Date Goal #6 Was Set) must = Valid Date   | A/B. WARNING |            |    |    |  |    |    | R <sup>YY</sup> | A. Participant has a Date Goal #6 Was Set, but no Goal #6 Type is specified.<br><br>B. Participant has a Goal #6 Type, but no Date Goal #6 Was Set.  |
| 223                | 1922          | 642           | Attainment of Goal #6 | IN 1                    | 1 = Attained<br>2 = Set, but not attained before 1 year anniversary date<br>3 = Set, but attainment is pending<br>0 = 6th goal not set | A. If WIASRD 1920 (Goal #6 Type) = 1, 2, or 3, then WIASRD 1922 (Attainment of Goal #6) must = 1, 2, or 3<br><br>B. If WIASRD 1920 (Goal #6 Type) = Blank or 0, then WIASRD 1922 (Attainment of Goal #6) must = Blank or 0<br><br>C. If WIASRD 901 (Date of Exit) = Valid Date, then WIASRD 1922 (Attainment of Goal #6) cannot = 3 | A/C. WARNING |            |    |    |  |    |    | R <sup>YY</sup> | A. Attainment of Goal #6 cannot be blank or 0 if Goal #6 Type is specified.<br><br>B. Attainment of Goal #6 must be blank or 0 if no Goal #6 Type is specified.<br><br>C. Attainment of Goal #6 cannot be pending (3) if participant has a Date of Exit. |
| 224                | 1923          | 643           | Date Attained Goal #6 | DT 8                    | YYYYMMDD   | A. If WIASRD 1922 (Attainment of Goal #6) = 1, then WIASRD 1923 (Date Attained Goal #6) must = Valid Date, and >= WIASRD 1921 (Date Goal #6 Was Set )<br><br>B. If WIASRD 1922 (Attainment of Goal #6) = Blank, 0, 2 or 3, then WIASRD 1923 (Date Attained Goal #6) must = Blank  | A/B. WARNING |            |    |    |  |    |    | R <sup>YY</sup> | A. Date Attained Goal #6 is missing or is before Date Goal #6 Was Set.<br><br>B. Values in the Goal #6 Attainment fields (WIASRD Elements 1922 and 1923) are contradictory.  |
| 225                | 1924          | 644           | Goal #7 Type          | IN 1                    | 1 = Basic Skills<br>2 = Occupational Skills<br>3 = Work Readiness Skills<br>0 = 7th goal not set                                       | (no additional edit checks)   |              |            |    |    |  |    |    | R <sup>YY</sup> |  |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME     | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.) | Additional Edit Checks   |              | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth       | Error Messages  |
|--------------------|---------------|---------------|-----------------------|-------------------------|--|--|--------------|------------|----|----|--|----|----|-----------------|---|
|                    |               |               |                       |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)   | Error Type   | SI         | SC | IT | SI   | SC | IT | 14 - 21         |   |
|                    |               |               |                       |                         |  |  |              |            |    |    |  |    |    |                 |   |
| 226                | 1925          | 645           | Date Goal #7 Was Set  | DT 8                    | YYYYMMDD   | A. If WIASRD 1924 (Goal #7 Type) = Blank or 0, then WIASRD 1925 (Date Goal #7 Was Set ) must = Blank<br><br>B. If WIASRD 1924 (Goal #7 Type) = 1, 2 or 3, then WIASRD 1925 (Date Goal #7 Was Set) must = Valid Date  | A/B. WARNING |            |    |    |  |    |    | R <sup>YY</sup> | A. Participant has a Date Goal #7 Was Set, but no Goal #7 Type is specified.<br><br>B. Participant has a Goal #7 Type, but no Date Goal #7 Was Set.   |
| 227                | 1926          | 646           | Attainment of Goal #7 | IN 1                    | 1 = Attained<br>2 = Set, but not attained<br>3 = Set, but attainment is pending<br>0 = 7th goal not set                          | A. If WIASRD 1924 (Goal #7 Type) = 1, 2 or 3, then WIASRD 1926 (Attainment of Goal #7) must = 1,2 or 3<br><br>B. If WIASRD 1927 (Date Attained Goal #7) = Valid Date, then WIASRD 1926 (Attainment of Goal #7) must = 1<br><br>C. If WIASRD 1924 (Goal #7 Type) = Blank or 0, then WIASRD 1926 (Attainment of Goal #7) must = Blank, or 0<br><br>D. If WIASRD 901 (Date of Exit) = Valid Date, then WIASRD 1926 (Attainment of Goal #7) cannot = 3 | A/D. WARNING |            |    |    |  |    |    | R <sup>YY</sup> | A. Attainment of Goal #7 cannot be blank or 0 if Goal #7 Type is specified.<br><br>B. Values in the Goal #7 Attainment fields (WIASRD Elements 1926 and 1927) are contradictory.<br><br>C. Attainment of Goal #7 must be blank or 0 if no Goal #7 Type is specified.<br><br>D. Attainment of Goal #7 cannot be pending (3) if participant has a Date of Exit. |
| 228                | 1927          | 647           | Date Attained Goal #7 | DT 8                    | YYYYMMDD   | A. If WIASRD 1926 (Attainment of Goal #7) = 1, then WIASRD 1927 (Date Attained Goal #7) must be >= WIASRD 1925 (Date Goal #7 Was Set)  | A. WARNING   |            |    |    |  |    |    | R <sup>YY</sup> | A. Date Attained Goal #7 is missing or is before Date Goal #7 Was Set.  |
| 229                | 1928          | 648           | Goal #8 Type          | IN 1                    | 1 = Basic Skills<br>2 = Occupational Skills<br>3 = Work Readiness Skills<br>0 = 8th goal not set                                 | (no additional edit checks)  |              |            |    |    |  |    |    | R <sup>YY</sup> |   |
| 230                | 1929          | 649           | Date Goal #8 Was Set  | DT 8                    | YYYYMMDD   | A. If WIASRD 1928 (Goal #8 Type) = Blank or 0, then WIASRD 1929 (Date Goal #8 Was Set ) must = Blank<br><br>B. If WIASRD 1928 (Goal #8 Type) = 1, 2 or 3, then WIASRD 1929 (Date Goal #8 Was Set) must = Valid Date  | A/B. WARNING |            |    |    |  |    |    | R <sup>YY</sup> | A. Participant has a Date Goal #8 Was Set, but no Goal #8 Type is specified.<br><br>B. Participant has a Goal #8 Type, but no Date Goal #8 Was Set.   |

| EDRVs Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME     | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVs will identify invalid codes and display, where appropriate, warning errors for each field.)       | Additional Edit Checks  |              | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth<br>14 - 21 | Error Messages   |
|--------------------|---------------|---------------|-----------------------|-------------------------|--|---|--------------|------------|----|----|--|----|----|----------------------|--|
|                    |               |               |                       |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)  | Error Type   | SI         | SC | IT | SI   | SC | IT |                      |  |
|                    |               |               |                       |                         |  |   |              |            |    |    |  |    |    |                      |  |
| 231                | 1930          | 650           | Attainment of Goal #8 | IN 1                    | 1 = Attained<br>2 = Set, but not attained before 1 year anniversary date<br>3 = Set, but attainment is pending<br>0 = 8th goal not set | A. If WIASRD 1928 (Goal #8 Type) = 1, 2, or 3, then WIASRD 1930 (Attainment of Goal #8) must = 1, 2, or 3<br>B. If WIASRD 1928 (Goal #8 Type) = Blank or 0, then WIASRD 1930 (Attainment of Goal #8) must = Blank or 0<br>C. If WIASRD 901 (Date of Exit) = Valid Date, then WIASRD 1930 (Attainment of Goal #8) cannot = 3 | A/C. WARNING |            |    |    |  |    |    | R <sup>YY</sup>      | A. Attainment of Goal #8 cannot be blank or 0 if Goal #8 Type is specified.<br>B. Attainment of Goal #8 must be blank or 0 if no Goal #8 Type is specified.<br>C. Attainment of Goal #8 cannot be pending (3) if participant has a Date of Exit. |
| 232                | 1931          | 651           | Date Attained Goal #8 | DT 8                    | YYYYMMDD   | A. If WIASRD 1930 (Attainment of Goal #8) = 1, then WIASRD 1931 (Date Attained Goal #8 ) must be Valid Date, and >= WIASRD 1929 (Date Goal #8 Was Set)<br>B. If WIASRD 1930 (Attainment of Goal #8) = 2, 3, 0 or Blank, then WIASRD 1931 (Date Attained Goal #8) must = Blank   | A/B. WARNING |            |    |    |  |    |    | R <sup>YY</sup>      | A. Date Attained Goal #8 is missing or is before Date Goal #8 Was Set.<br>B. Values in the Goal #8 Attainment fields (WIASRD Elements 1930 and 1931) are contradictory.  |
| 233                | 1932          | 652           | Goal #9 Type          | IN 1                    | 1 = Basic Skills<br>2 = Occupational Skills<br>3 = Work Readiness Skills<br>0 = 9th goal not set                                       | (no additional edit checks)   |              |            |    |    |  |    |    | R <sup>YY</sup>      |  |
| 234                | 1933          | 653           | Date Goal #9 Was Set  | DT 8                    | YYYYMMDD   | A. If WIASRD 1932 (Goal #9 Type) = Blank or 0, then WIASRD 1933 (Date Goal #9 Was Set ) must = Blank<br>B. If WIASRD 1932 (Goal #9 Type) = 1, 2 or 3, then WIASRD 1933 (Date Goal #9 Was Set) must = Valid Date   | A/B. WARNING |            |    |    |  |    |    | R <sup>YY</sup>      | A. Participant has a Date Goal #9 Was Set, but no Goal #9 Type is specified.<br>B. Participant has a Goal #9 Type, but no Date Goal #9 Was Set.  |
| 235                | 1934          | 654           | Attainment of Goal #9 | IN 1                    | 1 = Attained<br>2 = Set, but not attained before 1 year anniversary date<br>3 = Set, but attainment is pending<br>0 = 9th goal not set | A. If WIASRD 1932 (Goal #9 Type) = 1, 2, or 3, then WIASRD 1934 (Attainment of Goal #9) must = 1, 2, or 3<br>B. If WIASRD 1932 (Goal #9 Type) = Blank or 0, then WIASRD 1934 (Attainment of Goal #9) must = Blank or 0<br>C. If WIASRD 901 (Date of Exit) = Valid Date, then WIASRD 1934 (Attainment of Goal #9) cannot = 3 | A/C. WARNING |            |    |    |  |    |    | R <sup>YY</sup>      | A. Attainment of Goal #9 cannot be blank or 0 if Goal #9 Type is specified.<br>B. Attainment of Goal #9 must be blank or 0 if no Goal #9 Type is specified.<br>C. Attainment of Goal #9 cannot be pending (3) if participant has a Date of Exit. |
| 236                | 1935          | 655           | Date Attained Goal #9 | DT 8                    | YYYYMMDD   | A. If WIASRD 1934 (Attainment of Goal #9) = 1, then WIASRD 1935 (Date Attained Goal #9) must = Valid Date, and >= WIASRD 1933 (Date Goal #9 Was Set)<br>B. If WIASRD 1934 (Attainment of Goal #9) = Blank, 0, 2 or 3, then WIASRD 1935 (Date Attained Goal #9) must = Blank   | A/B. WARNING |            |    |    |  |    |    | R <sup>YY</sup>      | A. Date Attained Goal #9 is missing or is before Date Goal #9 Was Set.<br>B. Values in the Goal #9 Attainment fields (WIASRD Elements 1934 and 1935) are contradictory.  |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME      | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.) | Additional Edit Checks  |              | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth       | Error Messages  |
|--------------------|---------------|---------------|------------------------|-------------------------|--|---|--------------|------------|----|----|--|----|----|-----------------|---|
|                    |               |               |                        |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers)  | Error Type   | SI         | SC | IT | SI   | SC | IT | 14 - 21         |   |
|                    |               |               |                        |                         |  |   |              |            |    |    |  |    |    |                 |   |
| 237                | 1936          | 656           | Goal #10 Type          | IN 1                    | 1 = Basic Skills<br>2 = Occupational Skills<br>3 = Work Readiness Skills<br>0 = 10th goal not set                                | (no additional edit checks)   |              |            |    |    |  |    |    | R <sup>YY</sup> |   |
| 238                | 1937          | 657           | Date Goal #10 Was Set  | DT 8                    | YYYYMMDD   | A. If WIASRD 1936 (Goal #10 Type) = Blank or 0, then WIASRD 1937 (Date Goal #10 Was Set ) must = Blank<br><br>B. If WIASRD 1936 (Goal #10 Type) = 1, 2 or 3, then WIASRD 1937 (Date Goal #10 Was Set) must = Valid Date   | A/B. WARNING |            |    |    |  |    |    | R <sup>YY</sup> | A. Participant has a Date Goal #10 Was Set, but no Goal #10 Type is specified.<br><br>B. Participant has a Goal #10 Type, but no Date Goal #10 Was Set.   |
| 239                | 1938          | 658           | Attainment of Goal #10 | IN 1                    | 1 = Attained<br>2 = Set, but not attained<br>3 = Set, but attainment is pending<br>0 = 10th goal not set                         | A. If WIASRD 1936 (Goal #10 Type) = 1, 2 or 3, then WIASRD 1938 (Attainment of Goal #10) must = 1, 2 or 3<br><br>B. If WIASRD 1939 (Date Attained Goal #10) = Valid Date, then WIASRD 1938 (Attainment of Goal #10) must = 1<br><br>C. If WIASRD 1936 (Goal #10 Type) = Blank or 0, then WIASRD 1938 (Attainment of Goal #10) must = Blank, or 0<br><br>D. If WIASRD 901 (Date of Exit) = Valid Date, then WIASRD 1902 (Attainment of Goal #1) cannot = 3 | A/D. WARNING |            |    |    |  |    |    | R <sup>YY</sup> | A. Attainment of Goal #10 cannot be blank or 0 if Goal #10 Type is specified.<br><br>B. Values in the Goal #10 Attainment fields (WIASRD Elements 1938 and 1939) are contradictory.<br><br>C. Attainment of Goal #10 must be blank or 0 if no Goal #10 Type is specified.<br><br>D. Attainment of Goal #10 cannot be pending (3) if participant has a Date of Exit. |
| 240                | 1939          | 659           | Date Attained Goal #10 | DT 8                    | YYYYMMDD   | If WIASRD 1938 (Attainment of Goal #10) = 1, then WIASRD 1939 (Date Attained Goal #10) must be >= WIASRD 1937 (Date Goal #1 Was Set)  | A. WARNING   |            |    |    |  |    |    | R <sup>YY</sup> | A. Date Attained Goal #10 is missing or is before Date Goal #10 Was Set.  |
| 241                | 1940          | 660           | Goal #11 Type          | IN 1                    | 1 = Basic Skills<br>2 = Occupational Skills<br>3 = Work Readiness Skills<br>0 = 11th goal not set                                | (no additional edit checks)   |              |            |    |    |  |    |    | R <sup>YY</sup> |   |
| 242                | 1941          | 661           | Date Goal #11 Was Set  | DT 8                    | YYYYMMDD   | A. If WIASRD 1940 (Goal #11 Type) = Blank or 0, then WIASRD 1941 (Date Goal #11 Was Set ) must = Blank<br><br>B. If WIASRD 1940 (Goal #11 Type ) = 1, 2 or 3, then WIASRD 1941 (Date Goal #11 Was Set) must = Valid Date  | A/B. WARNING |            |    |    |  |    |    | R <sup>YY</sup> | A. Participant has a Date Goal #11 Was Set, but no Goal #11 Type is specified.<br><br>B. Participant has a Goal #11 Type, but no Date Goal #11 Was Set.   |

| EDRVS Field Number | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME      | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.)        | Additional Edit Checks   |              | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth<br>14 - 21 | Error Messages  |   |
|--------------------|---------------|---------------|------------------------|-------------------------|---|--|--------------|------------|----|----|--|----|----|----------------------|-----------------|---|
|                    |               |               |                        |                         |   | Edit Check Logic<br>(All references refer to new WIASRD field numbers)   | Error Type   | SI         | SC | IT | SI   | SC | IT |                      |                 |   |
|                    |               |               |                        |                         |   |  |              |            |    |    |  |    |    |                      |                 |   |
| 243                | 1942          | 662           | Attainment of Goal #11 | IN 1                    | 1 = Attained<br>2 = Set, but not attained before 1 year anniversary date<br>3 = Set, but attainment is pending<br>0 = 11th goal not set | A. If WIASRD 1940 (Goal #11 Type) = 1, 2, or 3, then WIASRD 1942 (Attainment of Goal #11) must = 1, 2, or 3<br><br>B. If WIASRD 1940 (Goal #11 Type) = Blank or 0, then WIASRD 1942 (Attainment of Goal #11) must = Blank or 0<br><br>C. If WIASRD 901 (Date of Exit) = Valid Date, then WIASRD 1942 (Attainment of Goal #11) cannot = 3 | A/C. WARNING |            |    |    |  |    |    |                      | R <sup>YY</sup> | A. Attainment of Goal #11 cannot be blank or 0 if Goal #11 Type is specified.<br><br>B. Attainment of Goal #11 must be blank or 0 if no Goal #11 Type is specified.<br><br>C. Attainment of Goal #11 cannot be pending (3) if participant has a Date of Exit. |
| 244                | 1943          | 663           | Date Attained Goal #11 | DT 8                    | YYYYMMDD  | A. If WIASRD 1942 (Attainment of Goal #11) = 1, then WIASRD 1943 (Date Attained Goal #11) must be Valid Date, and >= WIASRD 1941(Date Goal #11 Was Set )<br><br>B. If WIASRD 1942 (Attainment of Goal #11) = 2, 3, 0 or Blank, then WIASRD 1943 (Date Attained Goal #11) must = Blank  | A/B. WARNING |            |    |    |  |    |    |                      | R <sup>YY</sup> | A. Date Attained Goal #11 is missing or is before Date Goal #11 Was Set.<br><br>B. Values in the Goal #11 Attainment fields (WIASRD Elements 1942 and 1943) are contradictory.  |
| 245                | 1944          | 664           | Goal #12 Type          | IN 1                    | 1 = Basic Skills<br>2 = Occupational Skills<br>3 = Work Readiness Skills<br>0 = 12th goal not set                                       | (no additional edit checks)  |              |            |    |    |  |    |    |                      | R <sup>YY</sup> |   |
| 246                | 1945          | 665           | Date Goal #12 Was Set  | DT 8                    | YYYYMMDD  | A. If WIASRD 1944 (Goal #12 Type) = Blank or 0, then WIASRD 1945 (Date Goal #12 Was Set) must = Blank<br><br>B. If WIASRD 1944 (Goal #12 Type) = 1, 2 or 3, then WIASRD 1945 (Date Goal #12 Was Set) must = Valid Date   | A/B. WARNING |            |    |    |  |    |    |                      | R <sup>YY</sup> | A. Participant has a Date Goal #12 Was Set, but no Goal #12 Type is specified.<br><br>B. Participant has a Goal #12 Type, but no Date Goal #12 Was Set.   |
| 247                | 1946          | 666           | Attainment of Goal #12 | IN 1                    | 1 = Attained<br>2 = Set, but not attained before 1 year anniversary date<br>3 = Set, but attainment is pending<br>0 = 12th goal not set | A. If WIASRD 1944 (Goal #12 Type) = 1, 2, or 3, then WIASRD 1946 (Attainment of Goal #12) must = 1, 2, or 3<br><br>B. If WIASRD 1944 (Goal #12 Type) = Blank or 0, then WIASRD 1946 (Attainment of Goal #12) must = Blank or 0<br><br>C. If WIASRD 901 (Date of Exit) = Valid Date, then WIASRD 1946 (Attainment of Goal #12) cannot = 3 | A/C. WARNING |            |    |    |  |    |    |                      | R <sup>YY</sup> | A. Attainment of Goal #12 cannot be blank or 0 if Goal #12 Type is specified.<br><br>B. Attainment of Goal #12 must be blank or 0 if no Goal #12 Type is specified.<br><br>C. Attainment of Goal #12 cannot be pending (3) if participant has a Date of Exit. |
| 248                | 1947          | 667           | Date Attained Goal #12 | DT 8                    | YYYYMMDD  | A. If WIASRD 1946 (Attainment of Goal #12) = 1, then WIASRD 1947 (Date Attained Goal #12) must = Valid Date, and >= WIASRD 1945 (Date Goal #12 Was Set)<br><br>B. If WIASRD 1946 (Attainment of Goal #12) = Blank, 0, 2 or 3, then WIASRD 1947 (Date Attained Goal #12) must = Blank   | A/B. WARNING |            |    |    |  |    |    |                      | R <sup>YY</sup> | A. Date Attained Goal #12 is missing or is before Date Goal #12 Was Set.<br><br>B. Values in the Goal #12 Attainment fields (WIASRD Elements 1946 and 1947) are contradictory.  |

| EDRVS Field Number   | New WIASRD No | Old WIASRD No | DATA ELEMENT NAME   | DATA TYPE/ FIELD LENGTH | Edit Checks - Valid Values<br>(EDRVS will identify invalid codes and display, where appropriate, warning errors for each field.) | Additional Edit Checks   |            | WIA Adults |    |    | WIA Dislocated Workers Rapid Response NEGs |    |    | WIA Youth | Error Messages |
|--|---------------|---------------|---------------------|-------------------------|--|--|------------|------------|----|----|--|----|----|-----------|----------------|
|  |               |               |                     |                         |  | Edit Check Logic<br>(All references refer to new WIASRD field numbers) | Error Type | SI         | SC | IT | SI   | SC | IT | 14 - 21   |                |
| <b>Additional User Defined Fields</b>  |               |               |                     |                         |  |  |            |            |    |    |  |    |    |           |                |
| 249  | 2000          |               | <b>WIB Name</b>     | AN 75                   | Alphanumeric - 75 characters maximum   | (no additional edit checks)  |            |            |    |    |  |    |    |           |                |
| 250  | 2001          |               | <b>Office Name</b>  | AN 75                   | Alphanumeric - 75 characters maximum   | (no additional edit checks)  |            |            |    |    |  |    |    |           |                |
| 251  | 2002          |               | <b>Case Manager</b> | AN 75                   | Alphanumeric - 75 characters maximum   | (no additional edit checks)  |            |            |    |    |  |    |    |           |                |
| 252  | 2003          |               | <b>User Field 1</b> | AN 75                   | Alphanumeric - 75 characters maximum   | (no additional edit checks)  |            |            |    |    |  |    |    |           |                |
| 253  | 2004          |               | <b>User Field 2</b> | AN 75                   | Alphanumeric - 75 characters maximum   | (no additional edit checks)  |            |            |    |    |  |    |    |           |                |
| <p><b>Definitions:</b><br/> <b>SI:</b> Self-Service and Informational Activities<br/> <b>SC:</b> Staff-Assisted Core Services<br/> <b>IT:</b> Intensive or Training Services</p> <p>For more information on these definitions see TEGL 17-05 at: <a href="http://wdr.doleta.gov/directives/attach/TEGL17-05.pdf">http://wdr.doleta.gov/directives/attach/TEGL17-05.pdf</a></p> |               |               |                     |                         |  |  |            |            |    |    |  |    |    |           |                |

Revision 17

OMB Control Number 1205-0420

Expiration Date 5/31/2015

Version 10

# **Workforce Investment Act Quarterly Report: General Reporting Instructions and ETA Form 9090**

## **Revised 2012**

**Prepared By  
Office of Performance and Technology  
Employment and Training Administration**

This reporting requirement is approved under the Paperwork Reduction Act of 1995, OMB Control No. 1205-0420, expiring 5/31/2015. Persons are not required to respond to this collection of information unless it displays a currently valid OMB number. Public reporting burden for this collection of information is estimated to average 180 hours per quarterly report per state, including time for reviewing instructions, searching existing data sources, gathering and reviewing the collection of information. Respondent's obligation to reply is required to obtain or retain benefits (P.L. 105-220, Sec.136 and Sec. 185). The reason for the collection of information is general program oversight, evaluation and performance assessment. Send comments regarding this burden estimate or any other aspect of this collection, including suggestions for reducing this burden, to the U. S. Department of Labor, Employment and Training Administration, Office of Policy Development and Research, 200 Constitution Avenue, NW, Room N-5641, Washington, D.C. 20210 (Paperwork Reduction Project 1205-0420).



## I. GENERAL INSTRUCTIONS

Each state must submit an ETA Form 9090 (WIA Quarterly Report) to provide DOL with the most recent performance information available. The aggregate performance data contained in this WIA Quarterly Report are used to determine the levels of participation and program accomplishments for the most recent quarter and four-quarter period. This *rolling four-quarter* data collection methodology provides ETA and the grantees with greater flexibility in discussing annual performance results according to any four-quarter reporting period (e.g., Calendar Year, Program Year, and Federal Fiscal Year). Reports must include a “snapshot” of the most recent performance data available for each performance item included on the WIA Quarterly Report for the current quarter, and then a cumulative total that includes the current quarter and the last three quarters prior to the current quarter.

To allow for the data collection delays inherent in many of the performance measures, particularly those that utilize UI wage records, the WIA Quarterly Report collects information on each performance item depending on when outcome data become available. For instance, because the total count of participants is available without any delay, grantees will be able to report this performance information through the end of the most recent reporting quarter. Alternatively, measures that make use of wage records, such as the adult entered employment rate or youth placement in employment or education, will use exit cohorts from the third complete quarter prior to the reporting quarter. This situation exists because relatively complete wage records for any quarter are not available for up to another two quarters afterward. In this case, the reporting schedule allows states six and one-half months to process wage record reports from employers, merge the wage data with participant files, and generate the WIA Quarterly Report.

## II. COVERED PROGRAMS

The WIA Quarterly Report will cover participants who receive services financially assisted by formula or statewide reserve funds under the following ETA programs:

- WIA Adult Program
- WIA Dislocated Worker Program (including dislocated workers participating in programs funded under WIA Section 134(a)(2)(A)(ii) – rapid response additional assistance)
- WIA Youth Program
- National Emergency Grants (except HCTC grants)

Except for Health Care Tax Credit (HCTC) grants, performance information about all participants who receive services financially assisted by National Emergency Grants (NEGs), whether co-enrolled in the WIA Title IB programs or served exclusively with NEG funds, will be included. In addition, WIA statewide activities that are included in the Quarterly Report are those statewide activities that involve the enrollment of individuals eligible to receive WIA Title I-B services (e.g., adult, dislocated worker, or youth). Conversely, if state or local activities do not involve the enrollment of individuals to receive services, performance information is not included in the WIA Quarterly Report.

Examples of such exceptions include activities where (a) the state is conducting a statewide activity that does not involve direct services (e.g., research or evaluation), or (b) the statewide activity is structured to provide services that are highly specialized, such as in a pilot or demonstration activity (e.g., incumbent worker training, project for chemically dependent TANF recipients).

### III. QUARTERLY REPORT SPECIFICATIONS

The Quarterly Report reflects performance outcome information that becomes available by the time the Quarterly Report is due to ETA. **Appendix A** outlines the applicable four quarter reporting periods that states should use when preparing performance information for the WIA Quarterly Report.

The reporting format for the WIA Quarterly Report can be found under **Appendix B**. In addition to the value of each performance item, the state must report both the numerator and denominator for the current quarter and cumulative totals for the four quarter reporting period. This detail is needed so that the information can be aggregated over states to provide national estimates. Reporting specifications for preparing all calculations of numerators and denominators that support the performance measurement values can be found under **Appendix C**.

### IV. DUE DATE

The report is due no later than 45 days after the end of each report quarter. The table below shows the expected due dates for each reporting quarter.

| Report Quarter     | Due Dates                 |
|--------------------|---------------------------|
| January – March    | May 15 <sup>th</sup>      |
| April – June       | August 14 <sup>th</sup>   |
| July – September   | November 14 <sup>th</sup> |
| October – December | February 14 <sup>th</sup> |

Should the due date of the report fall on a Saturday or Sunday, the quarterly report is due the Monday after.

### V. SUBMISSION PROCEDURES

Information contained on the WIA Quarterly Report must be submitted directly to ETA's Enterprise Business Support System (EBSS) (formerly called the Enterprise Information Management System (EIMS)) via technical instructions available through the appropriate Regional Office or the ETA performance website ([www.doleta.gov/performance](http://www.doleta.gov/performance)).

**APPENDIX A**

**Time Periods for Reporting Performance Information on the WIA Quarterly Report**

| Report Quarter                       | Program Year (PY) 2012<br>Time Periods To Be Reported |                          |                     |                        |
|--------------------------------------|---|--------------------------|---------------------|------------------------|
|                                      | July – Sept.  | Oct. – Dec.              | Jan. – Mar.         | Apr. – June            |
| <b>Report Due Date</b>               | <i>November 14, 2012</i>                              | <i>February 14, 2013</i> | <i>May 15, 2013</i> | <i>August 14, 2013</i> |
| Total Participants                   | 10/1/11 to 9/30/12                                    | 1/01/12 to 12/31/12      | 4/1/12 to 3/31/13   | 7/1/12 to 6/30/13      |
| Total Exiters                        | 7/1/11 to 6/30/12                                     | 10/1/11 to 9/30/12       | 1/1/12 to 12/31/12  | 4/1/12 to 3/31/13      |
| Placement in Employment or Education | 1/1/11 to 12/31/11                                    | 4/1/11 to 3/31/12        | 7/1/11 to 6/30/12   | 10/1/11 to 9/30/12     |
| Attainment of Degree or Certificate  | 1/1/11 to 12/31/11                                    | 4/1/11 to 3/31/12        | 7/1/11 to 6/30/12   | 10/1/11 to 9/30/12     |
| Literacy and Numeracy Gains          | 10/1/11 to 9/30/12                                    | 1/01/12 to 12/31/12      | 4/1/12 to 3/31/13   | 7/1/12 to 6/30/13      |
| Skill Attainment Rate*               | 7/1/11 to 6/30/12                                     | 10/1/11 to 9/30/12       | 1/1/12 to 12/31/12  | 4/1/12 to 3/31/13      |
| Youth Diploma or Equivalent Rate*    | 7/1/11 to 6/30/12                                     | 10/1/11 to 9/30/12       | 1/1/12 to 12/31/12  | 4/1/12 to 3/31/13      |
| Entered Employment Rate              | 1/1/11 to 12/31/11                                    | 4/1/11 to 3/31/12        | 7/1/11 to 6/30/12   | 10/1/11 to 9/30/12     |
| Employment and Credential Rate*      | 1/1/11 to 12/31/11                                    | 4/1/11 to 3/31/12        | 7/1/11 to 6/30/12   | 10/1/11 to 9/30/12     |
| Employment Retention Rate            | 7/1/10 to 6/30/11                                     | 10/1/10 to 9/30/11       | 1/1/11 to 12/31/11  | 4/1/11 to 3/31/12      |
| Six Months Earnings Increase         | 7/1/10 to 6/30/11                                     | 10/1/10 to 9/30/11       | 1/1/11 to 12/31/11  | 4/1/11 to 3/31/12      |
| Credential Attainment Rate           | 1/1/11 to 12/31/11                                    | 4/1/11 to 3/31/12        | 7/1/11 to 6/30/12   | 10/1/11 to 9/30/12     |
| Veterans' Priority of Service        | 10/1/11 to 9/30/12                                    | 1/01/12 to 12/31/12      | 4/1/12 to 3/31/13   | 7/1/12 to 6/30/13      |

‘\*’ Indicates measures that states that have been approved to report only the common measures do not have to report.

Note: For Literacy and Numeracy Gains, the cohorts refer to the youth’s anniversary date in the youth program.

**APPENDIX A**

**Time Periods for Reporting Performance Information on the WIA Quarterly Report**

| Report Quarter                       | Program Year (PY) 2013<br>Time Periods To Be Reported |                          |                     |                        |
|--------------------------------------|---|--------------------------|---------------------|------------------------|
|                                      | July – Sept.  | Oct. – Dec.              | Jan. – Mar.         | Apr. – June            |
| <b>Report Due Date</b>               | <i>November 14, 2013</i>                              | <i>February 14, 2014</i> | <i>May 15, 2014</i> | <i>August 14, 2014</i> |
| Total Participants                   | 10/1/12 to 9/30/13                                    | 1/01/13 to 12/31/13      | 4/1/13 to 3/31/14   | 7/1/13 to 6/30/14      |
| Total Exiters                        | 7/1/12 to 6/30/13                                     | 10/1/12 to 9/30/13       | 1/1/13 to 12/31/13  | 4/1/13 to 3/31/14      |
| Placement in Employment or Education | 1/1/12 to 12/31/12                                    | 4/1/12 to 3/31/13        | 7/1/12 to 6/30/13   | 10/1/12 to 9/30/13     |
| Attainment of Degree or Certificate  | 1/1/12 to 12/31/12                                    | 4/1/12 to 3/31/13        | 7/1/12 to 6/30/13   | 10/1/12 to 9/30/13     |
| Literacy and Numeracy Gains          | 10/1/12 to 9/30/13                                    | 1/01/13 to 12/31/13      | 4/1/13 to 3/31/14   | 7/1/13 to 6/30/14      |
| Skill Attainment Rate*               | 7/1/12 to 6/30/13                                     | 10/1/12 to 9/30/13       | 1/1/13 to 12/31/13  | 4/1/13 to 3/31/14      |
| Youth Diploma or Equivalent Rate*    | 7/1/12 to 6/30/13                                     | 10/1/12 to 9/30/13       | 1/1/13 to 12/31/13  | 4/1/13 to 3/31/14      |
| Entered Employment Rate              | 1/1/12 to 12/31/12                                    | 4/1/12 to 3/31/13        | 7/1/12 to 6/30/13   | 10/1/12 to 9/30/13     |
| Employment and Credential Rate*      | 1/1/12 to 12/31/12                                    | 4/1/12 to 3/31/13        | 7/1/12 to 6/30/13   | 10/1/12 to 9/30/13     |
| Employment Retention Rate            | 7/1/11 to 6/30/12                                     | 10/1/11 to 9/30/12       | 1/1/12 to 12/31/12  | 4/1/12 to 3/31/13      |
| Six Months Earnings Increase         | 7/1/11 to 6/30/12                                     | 10/1/11 to 9/30/12       | 1/1/12 to 12/31/12  | 4/1/12 to 3/31/13      |
| Credential Attainment Rate           | 1/1/12 to 12/31/12                                    | 4/1/12 to 3/31/13        | 7/1/12 to 6/30/13   | 10/1/12 to 9/30/13     |
| Veterans' Priority of Service        | 10/1/12 to 9/30/13                                    | 1/01/13 to 12/31/13      | 4/1/13 to 3/31/14   | 7/1/13 to 6/30/14      |

\*:\* Indicates measures that states that have been approved to report only the common measures do not have to report.

Note: For Literacy and Numeracy Gains, the cohorts refer to the youth's anniversary date in the youth program.

**APPENDIX A**

**Time Periods for Reporting Performance Information on the WIA Quarterly Report**

| Report Quarter                       | Program Year (PY) 2014<br>Time Periods To Be Reported |                          |                     |                        |
|--------------------------------------|---|--------------------------|---------------------|------------------------|
|                                      | July – Sept.  | Oct. – Dec.              | Jan. – Mar.         | Apr. – June            |
| <b>Report Due Date</b>               | <i>November 14, 2014</i>                              | <i>February 17, 2015</i> | <i>May 15, 2015</i> | <i>August 14, 2015</i> |
| Total Participants                   | 10/1/13 to 9/30/14                                    | 1/01/14 to 12/31/14      | 4/1/14 to 3/31/15   | 7/1/14 to 6/30/15      |
| Total Exiters                        | 7/1/13 to 6/30/14                                     | 10/1/13 to 9/30/14       | 1/1/14 to 12/31/14  | 4/1/14 to 3/31/15      |
| Placement in Employment or Education | 1/1/13 to 12/31/13                                    | 4/1/13 to 3/31/14        | 7/1/13 to 6/30/14   | 10/1/13 to 9/30/14     |
| Attainment of Degree or Certificate  | 1/1/13 to 12/31/13                                    | 4/1/13 to 3/31/14        | 7/1/13 to 6/30/14   | 10/1/13 to 9/30/14     |
| Literacy and Numeracy Gains          | 10/1/13 to 9/30/14                                    | 1/01/14 to 12/31/14      | 4/1/14 to 3/31/15   | 7/1/14 to 6/30/15      |
| Skill Attainment Rate*               | 7/1/13 to 6/30/14                                     | 10/1/13 to 9/30/14       | 1/1/14 to 12/31/14  | 4/1/14 to 3/31/15      |
| Youth Diploma or Equivalent Rate*    | 7/1/13 to 6/30/14                                     | 10/1/13 to 9/30/14       | 1/1/14 to 12/31/14  | 4/1/14 to 3/31/15      |
| Entered Employment Rate              | 1/1/13 to 12/31/13                                    | 4/1/13 to 3/31/14        | 7/1/13 to 6/30/14   | 10/1/13 to 9/30/14     |
| Employment and Credential Rate*      | 1/1/13 to 12/31/13                                    | 4/1/13 to 3/31/14        | 7/1/13 to 6/30/14   | 10/1/13 to 9/30/14     |
| Employment Retention Rate            | 7/1/12 to 6/30/13                                     | 10/1/12 to 9/30/13       | 1/1/13 to 12/31/13  | 4/1/13 to 3/31/14      |
| Six Months Earnings Increase         | 7/1/12 to 6/30/13                                     | 10/1/12 to 9/30/13       | 1/1/13 to 12/31/13  | 4/1/13 to 3/31/14      |
| Credential Attainment Rate           | 1/1/13 to 12/31/13                                    | 4/1/13 to 3/31/14        | 7/1/13 to 6/30/14   | 10/1/13 to 9/30/14     |
| Veterans' Priority of Service        | 10/1/13 to 9/30/14                                    | 1/01/14 to 12/31/14      | 4/1/14 to 3/31/15   | 7/1/14 to 6/30/15      |

\*:\* Indicates measures that states that have been approved to report only the common measures do not have to report.

Note: For Literacy and Numeracy Gains, the cohorts refer to the youth's anniversary date in the youth program.

## APPENDIX B

### WIA Quarterly Report Format (ETA Form 9090)

Report Due Date: mm/dd/yyyy  
 Report Quarter End Date: mm/dd/yyyy

OMB No. 1205-0420  
 Expires: 12/31/2012

State \_\_\_\_\_

Quarterly Report Form-ETA 9090

| Performance Items         | Program Group                                    | Current Quarter (most recent) |             | Cumulative 4-Quarter Reporting Period |             |
|---------------------------|--|-------------------------------|-------------|---------------------------------------|-------------|
|                           |  | Value                         | Numerator   | Value                                 | Numerator   |
|                           |  |                               | Denominator |                                       | Denominator |
| <b>Total Participants</b> | <b>Total Adult Participants</b>                  |                               |             |                                       |             |
|                           | Total Adults (self-service <u>only</u> )         |                               |             |                                       |             |
|                           | WIA Adults                                       |                               |             |                                       |             |
|                           | WIA Dislocated Workers                           |                               |             |                                       |             |
|                           | Nat'l Emergency Grant                            |                               |             |                                       |             |
|                           | <b>Total Veterans</b>                            |                               |             |                                       |             |
|                           | Post 9/11 Era Veterans                           |                               |             |                                       |             |
|                           | Post 9/11 Era Veterans Receiving Intensive Svcs. |                               |             |                                       |             |
|                           | TAP Workshop Veteran                             |                               |             |                                       |             |
|                           | <b>Received Training Services</b>                |                               |             |                                       |             |
|                           | WIA Adults                                       |                               |             |                                       |             |
|                           | WIA Dislocated Workers                           |                               |             |                                       |             |
|                           | Nat'l Emergency Grant                            |                               |             |                                       |             |
|                           | <b>Total Youth (14 - 21) Participants</b>        |                               |             |                                       |             |
|                           | Younger Youth (14 - 18)                          |                               |             |                                       |             |
|                           | Older Youth (19 - 21)                            |                               |             |                                       |             |
|                           | Out-of-School Youth                              |                               |             |                                       |             |
|                           | In-School Youth                                  |                               |             |                                       |             |
| <b>Total Exiters</b>      | <b>Total Adult Exiters</b>                       |                               |             |                                       |             |
|                           | Total Adults (self-services <u>only</u> )        |                               |             |                                       |             |
|                           | WIA Adults                                       |                               |             |                                       |             |
|                           | WIA Dislocated Workers                           |                               |             |                                       |             |
|                           | Nat'l Emergency Grant                            |                               |             |                                       |             |
|                           | <b>Total Youth (14 - 21) Exiters</b>             |                               |             |                                       |             |
|                           | Younger Youth (14 - 18)                          |                               |             |                                       |             |
|                           | Older Youth (19 - 21)                            |                               |             |                                       |             |
|                           | Out-of-School Youth                              |                               |             |                                       |             |
|                           | In-School Youth                                  |                               |             |                                       |             |



**EMPLOYMENT AND TRAINING ADMINISTRATION**

|                      |                                   |  |  |  |  |
|----------------------|-----------------------------------|--|--|--|--|
| <b>Total Exitors</b> | <b>Received Training Services</b> |  |  |  |  |
|                      | WIA Adults                        |  |  |  |  |
|                      | WIA Dislocated Workers            |  |  |  |  |
|                      | Nat'l Emergency Grant             |  |  |  |  |



**EMPLOYMENT AND TRAINING ADMINISTRATION**

| Performance Items   | Program Group                         | Current Quarter (most recent) |             | Cumulative 4-Quarter Reporting Period |             |
|---|---------------------------------------|-------------------------------|-------------|---------------------------------------|-------------|
|   |                                       | Value                         | Numerator   | Value                                 | Numerator   |
|   |                                       |                               | Denominator |                                       | Denominator |
| Placement in Employment or Education                                    | WIA Youth (14 - 21)                   |                               |             |                                       |             |
| Attainment of Degree or Certificate                                     | WIA Youth (14 - 21)                   |                               |             |                                       |             |
| Literacy and Numeracy Gains   | WIA Youth (14 - 21)                   |                               |             |                                       |             |
| Youth Diploma or Equivalent Rate  | WIA Younger Youth (14-18)             |                               |             |                                       |             |
| Skill Attainment Rate   | WIA Younger Youth (14-18)             |                               |             |                                       |             |
| Entered Employment Rates  | Adults                                |                               |             |                                       |             |
|   | Dislocated Workers                    |                               |             |                                       |             |
|   | Veterans                              |                               |             |                                       |             |
|   | Older Youth (19-21)                   |                               |             |                                       |             |
|   | Nat'l Emergency Grant                 |                               |             |                                       |             |
| Employment and Credential Rates (Adults/Dislocated Workers/Older Youth) | Adults                                |                               |             |                                       |             |
|   | Dislocated Workers                    |                               |             |                                       |             |
|   | Older Youth (19-21)                   |                               |             |                                       |             |
| Retention Rates   | Adults                                |                               |             |                                       |             |
|   | Dislocated Workers                    |                               |             |                                       |             |
|   | Veterans                              |                               |             |                                       |             |
|   | Older Youth (19-21)                   |                               |             |                                       |             |
|   | Younger Youth (14-18)                 |                               |             |                                       |             |
|   | Nat'l Emergency Grant                 |                               |             |                                       |             |
| Six-Months Average Earnings   | Adults                                |                               |             |                                       |             |
|   | Dislocated Workers                    |                               |             |                                       |             |
|   | Veterans                              |                               |             |                                       |             |
|   | Older Youth (19-21) (Earnings Change) |                               |             |                                       |             |
|   | Nat'l Emergency Grant                 |                               |             |                                       |             |



**EMPLOYMENT AND TRAINING ADMINISTRATION**

|                                    |  |                       |              |                       |              |
|------------------------------------|--|-----------------------|--------------|-----------------------|--------------|
| <b>Credential Attainment</b>       | Adults   |                       |              |                       |              |
|                                    | Dislocated Workers   |                       |              |                       |              |
|                                    | Youth (14-21)  |                       |              |                       |              |
|                                    | Nat'l Emergency Grant  |                       |              |                       |              |
| <b>Veteran Priority of Service</b> | <b>Measure</b>   | <b>Percent Served</b> | <b>Total</b> | <b>Percent Served</b> | <b>Total</b> |
|                                    | Covered Entrants Who Reached the End of the Entry Period                       |                       |              |                       |              |
|                                    | Covered Entrants Who Received a Service During the Entry Period                |                       |              |                       |              |
|                                    | Covered Entrants Who Received a Staff-Assisted Service During the Entry Period |                       |              |                       |              |



## APPENDIX C

### Reporting Specifications for WIA Quarterly Report

Use the following specifications to complete the performance calculations for each measure identified on the WIA Quarterly Report. The chart below provides an explanation of how program participants are classified as adults, dislocated workers, and youth for the purposes of calculating program performance. These classifications are based upon one or more data elements contained within the WIASRD. In order for a participant to be included in a particular program performance group, at least one of the corresponding conditions in “Specifications” column needs to be true. For instance, as shown in the row labeled “Adult,” if either Adult (Local Formula) (WIASRD Element 905) = 1 or Adult (Statewide 15% Activities) (WIASRD Element 910) = 1, the participant is included in the WIA Adult performance measures.

| WIA Performance Group Specifications |   |
|--------------------------------------|---|
| Program                              | Specifications  |
| <b>Self-Service Only</b>             | (DATE OF FIRST SELF-SERVICE is not null and (DATE OF FIRST STAFF-ASSISTED CORE SERVICE is null <b>and</b> DATE OF FIRST INTENSIVE SERVICE is null <b>and</b> DATE ENTERED TRAINING #1 is null)  |
| <b>More than Self-Service</b>        | (DATE OF FIRST STAFF-ASSISTED CORE SERVICE is not null <b>or</b> DATE OF FIRST INTENSIVE SERVICE is not null <b>or</b> (DATE ENTERED TRAINING #1 is not null)   |
| <b>Adult</b>                         | (ADULT (LOCAL FORMULA) = 1 <b>or</b> ADULT (STATEWIDE 15% ACTIVITIES) = 1)  |
| <b>Dislocated Worker</b>             | (DISLOCATED WORKER (LOCAL FORMULA) = 1 <b>or</b> DISLOCATED WORKER (STATEWIDE 15% ACTIVITIES) = 1 <b>or</b> RAPID RESPONSE ADDITIONAL ASSISTANCE = 1)   |
| <b>Veteran</b>                       | (ADULT (LOCAL FORMULA) = 1 <b>or</b> ADULT (STATEWIDE 15% ACTIVITIES) = 1 <b>or</b> DISLOCATED WORKER (LOCAL FORMULA) = 1 <b>or</b> DISLOCATED WORKER (STATEWIDE 15% ACTIVITIES) = 1 <b>or</b> RAPID RESPONSE ADDITIONAL ASSISTANCE = 1 <b>or</b> NEG PROJECT ID is not null <b>and</b> NEG PROJECT ID <> '0000') <b>or</b> (SECOND NEG PROJECT ID is not null and SECOND NEG PROJECT ID <> '0000') <b>or</b> DATE OF FIRST YOUTH SERVICE is not null) <b>and</b> VETERAN = 1 |
| <b>Older Youth</b>                   | DATE OF FIRST WIA YOUTH SERVICE is not null <b>and</b> (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) >=19 <b>and</b> (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) <= 21  |
| <b>Younger Youth</b>                 | DATE OF FIRST WIA YOUTH SERVICE is not null <b>and</b> (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) >=14 <b>and</b> (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) <= 18  |
| <b>Youth</b>                         | DATE OF FIRST WIA YOUTH SERVICE is not null <b>and</b> (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) >=14 <b>and</b> (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) <= 21  |
| <b>National Emergency Grant</b>      | (NEG PROJECT ID is not null <b>and</b> NEG PROJECT ID <> '0000') <b>or</b> (SECOND NEG PROJECT ID is not null and SECOND NEG PROJECT ID <> '0000')  |

It is important to note that participant records can be included in more than one WIA performance group. Participants who are co-enrolled in multiple funding streams are included in the calculation of the performance measures for all funding streams in which they are enrolled. For example, a participant record could have Date of First WIA Youth Service populated (WIASRD Element 907) and Adult (local) (WIASRD Element 905) = 1. In this case, the participant is included in the performance measure calculations both for youth and for adults.

**Report Due Date:** Enter the month, day, and year (MM/DD/YYYY) on which the Quarterly Report is due to ETA.

**Report Quarter End Date:** Enter the last month, day, and year (MM/DD/YYYY) of the quarter on which the report is being prepared. For example, if the report is being prepared for submission on February 14<sup>th</sup>, 2013, the Report Quarter End Date format should be represented as 12/31/2012.

**State:** Record the name of your state.

**Current Quarter (most recent):** Represents the most recent quarter of outcomes data available for the applicable performance item in the four quarter reporting period. For example, the four quarter reporting period for Total Participant counts on the quarterly report due November 14<sup>th</sup>, 2013, covers the period 10/1/2012 through 09/30/2013. States will report the most recent quarter (07/1/2013 through 09/30/2013) of Total Participant counts in the Current Quarter (most recent) column.

Important Note: States may, but are not required to, update the Current Quarter (most recent) column when the subsequent quarterly report is submitted, since any updates to the previous quarter will be captured in the Cumulative 4-Quarter Report Period totals.

**Cumulative 4-Quarter Report Period:** Represents the cumulative total of the most recent four quarters of outcome data available for the applicable performance item. This column includes performance information in the Current Quarter (most recent) column plus the last three quarters prior to the Current Quarter (most recent).

**Total Participants:** These performance items report the total number of participants (new plus carried-over participants) served by WIA Title I-B funds and/or NEGs during the applicable reporting period.

**Total Exiters:** These performance items report the total number of WIA Title I-B and/or NEG participants who exited the program during the applicable reporting period.

Use the following specifications to calculate the Current Quarter (most recent) and Cumulative 4-Quarter Reporting Period values for each performance item under “Total Participants” and “Total Exiters”:

| TOTAL PARTICIPANTS                                  |  |
|---|--|
| Performance Item                                    | Specification  |
| Total Adult Participants                            | Count of UNIQUE RECORDS where (ADULT <b>or</b> DISLOCATED WORKER <b>or</b> NATIONAL EMERGENCY GRANT ) <b>and</b> DATE OF PARTICIPATION/DATE OF FIRST CASE MANAGEMENT & REEMPLOYMENT SERVICE<= end of the report period <b>and</b> (DATE OF EXIT => beginning of the report period <b>or</b> DATE OF EXIT is null)  |
| Total Adults (self-services <u>only</u> )           | Count of UNIQUE RECORDS where SELF-SERVICE ONLY <b>and</b> (ADULT <b>or</b> DISLOCATED WORKER <b>or</b> NATIONAL EMERGENCY GRANT) <b>and</b> DATE OF PARTICIPATION/DATE OF FIRST CASE MANAGEMENT & REEMPLOYMENT SERVICE <= end of the report period <b>and</b> (DATE OF EXIT => beginning of the report period <b>or</b> DATE OF EXIT is null)   |
| WIA Adults  | Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION/DATE OF FIRST CASE MANAGEMENT & REEMPLOYMENT SERVICE<= end of the report period <b>and</b> (DATE OF EXIT => beginning of the report period <b>or</b> DATE OF EXIT is null)  |
| WIA Dislocated Workers                              | Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> DATE OF PARTICIPATION/DATE OF FIRST CASE MANAGEMENT & REEMPLOYMENT SERVICE <= end of the report period <b>and</b> (DATE OF EXIT => beginning of the report period <b>or</b> DATE OF EXIT is null)   |
| National Emergency Grant                            | Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> DATE OF PARTICIPATION/DATE OF FIRST CASE MANAGEMENT & REEMPLOYMENT SERVICE<= end of the report period <b>and</b> (DATE OF EXIT => beginning of the report period <b>or</b> DATE OF EXIT is null)   |
| Total Veterans                                      | Count of UNIQUE RECORDS where VETERAN <b>and</b> (DATE OF PARTICIPATION/DATE OF FIRST CASE MANAGEMENT & REEMPLOYMENT SERVICE<= end of the report period) <b>and</b> (DATE OF EXIT => beginning of the report period <b>or</b> DATE OF EXIT is null) <b>or</b> (where VETERAN <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period) <b>and</b> (DATE OF EXIT => beginning of the report period <b>or</b> DATE OF EXIT is null)                                    |
| Post 9/11 Era Veterans                              | Count of UNIQUE RECORDS where VETERAN <b>and</b> (DATE OF PARTICIPATION/DATE OF FIRST CASE MANAGEMENT & REEMPLOYMENT SERVICE<= end of the report period) <b>and</b> (DATE OF EXIT => beginning of the report period <b>or</b> DATE OF EXIT is null) <b>or</b> (where VETERAN <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period) <b>and</b> (DATE OF EXIT => beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> (Post 9/11 Veteran = 1) |
| Post 9/11 Era Veterans Receiving Intensive Services | Count of UNIQUE RECORDS where VETERAN <b>and</b> (DATE OF PARTICIPATION/DATE OF FIRST CASE MANAGEMENT & REEMPLOYMENT SERVICE<= end of the report period) <b>and</b> (DATE OF EXIT => beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> Post 9/11 Veteran = 1 <b>and</b> (DATE OF FIRST INTENSIVE SERVICE is within the reporting period or MOST RECENT DATE RECEIVED INTENSIVE SERVICE is within the reporting period)                                 |

| TOTAL PARTICIPANTS (continued)                        |   |
|---|---|
| Performance Item                                      | Specification   |
| TAP Workshop Veteran                                  | Count of UNIQUE RECORDS where ((ADULT or DISLOCATED WORKER or NATIONAL EMERGENCY GRANT ) and (DATE OF PARTICIPATION/DATE OF FIRST CASE MANAGEMENT & REEMPLOYMENT SERVICE<= end of the report period) and (DATE OF EXIT => beginning of the report period or DATE OF EXIT is null)) or (where YOUTH and (DATE OF FIRST YOUTH SERVICE <= end of the report period and (DATE OF EXIT => beginning of the report period or DATE OF EXIT is null)) and TAP Workshop in 3 Prior Years = 1   |
| Participants Who Received Training Services           | Count of UNIQUE RECORDS Where (ADULT or DISLOCATED WORKER or NATIONAL EMERGENCY GRANT) and ((DATE OF PARTICIPATION/DATE OF FIRST CASE MANAGEMENT & REEMPLOYMENT SERVICE<= end of the report period) and (DATE OF EXIT => beginning of the report period or DATE OF EXIT is null) and (DATE ENTERED TRAINING #1 <= end of the report period and (DATE COMPLETED TRAINING #1 >= the beginning of the report period or DATE COMPLETED TRAINING #1 is null)) OR (DATE ENTERED TRAINING #2 <= end of the report period and (DATE COMPLETED TRAINING #2 >= the beginning of the report period or DATE COMPLETED TRAINING #2 is null)) OR (DATE ENTERED TRAINING #3 <= end of the report period and (DATE COMPLETED TRAINING #3 >= the beginning of the report period or DATE COMPLETED TRAINING #3 is null))) |
| WIA Adults Who Received Training Services             | Count of UNIQUE RECORDS where ADULT and ((DATE OF PARTICIPATION/DATE OF FIRST CASE MANAGEMENT & REEMPLOYMENT SERVICE<= end of the report period) and (DATE OF EXIT => beginning of the report period or DATE OF EXIT is null) and (DATE ENTERED TRAINING #1 <= end of the report period and (DATE COMPLETED TRAINING #1 >= the beginning of the report period or DATE COMPLETED TRAINING #1 is null)) OR (DATE ENTERED TRAINING #2 <= end of the report period and (DATE COMPLETED TRAINING #2 >= the beginning of the report period or DATE COMPLETED TRAINING #2 is null)) OR (DATE ENTERED TRAINING #3 <= end of the report period and (DATE COMPLETED TRAINING #3 >= the beginning of the report period or DATE COMPLETED TRAINING #3 is null)))  |
| WIA Dislocated Workers Who Received Training Services | Count of UNIQUE RECORDS where DISLOCATED WORKER and ((DATE OF PARTICIPATION/DATE OF FIRST CASE MANAGEMENT & REEMPLOYMENT SERVICE<= end of the report period) and (DATE OF EXIT => beginning of the report period or DATE OF EXIT is null) and (DATE ENTERED TRAINING #1 <= end of the report period and (DATE COMPLETED TRAINING #1 >= the beginning of the report period or DATE COMPLETED TRAINING #1 is null)) OR (DATE ENTERED TRAINING #2 <= end of the report period and (DATE COMPLETED TRAINING #2 >= the beginning of the report period or DATE COMPLETED TRAINING #2 is null)) OR (DATE ENTERED TRAINING #3 <= end of the report period and (DATE COMPLETED TRAINING #3 >= the beginning of the report period or DATE COMPLETED TRAINING #3 is null)))  |

| TOTAL PARTICIPANTS (continued)                          |  |
|---|--|
| Performance Item  | Specification  |
| National Emergency Grant Who Received Training Services | Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> ((DATE OF PARTICIPATION/DATE OF FIRST CASE MANAGEMENT & REEMPLOYMENT SERVICE <= end of the report period) <b>and</b> (DATE OF EXIT => beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> (DATE ENTERED TRAINING #1 <= end of the report period <b>and</b> (DATE COMPLETED TRAINING #1 >= the beginning of the report period <b>or</b> DATE COMPLETED TRAINING #1 is null)) <b>OR</b> (DATE ENTERED TRAINING #2 <= end of the report period <b>and</b> (DATE COMPLETED TRAINING #2 >= the beginning of the report period <b>or</b> DATE COMPLETED TRAINING #2 is null)) <b>OR</b> (DATE ENTERED TRAINING #3 <= end of the report period <b>and</b> (DATE COMPLETED TRAINING #3 >= the beginning of the report period <b>or</b> DATE COMPLETED TRAINING #3 is null))) |
| Total Youth Participants (14-21)                        | Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT => beginning of the report period <b>or</b> DATE OF EXIT is null)  |
| Younger Youth (14-18)                                   | Count of UNIQUE RECORDS where YOUNGER YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT => beginning of the report period <b>or</b> DATE OF EXIT is null)  |
| Older Youth (19-21)                                     | Count of UNIQUE RECORDS where OLDER YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT => beginning of the report period <b>or</b> DATE OF EXIT is null)  |
| Out-of-School Youth                                     | Count of UNIQUE RECORDS where YOUTH and DATE OF FIRST YOUTH SERVICE <= end of the report period and (DATE OF EXIT => beginning of the report period or DATE OF EXIT is null) and (SCHOOL STATUS AT PARTICIPATION > 3 or (SCHOOL STATUS AT PARTICIPATION = 3 and BASIC LITERACY SKILLS DEFICIENCY = 1))   |
| In-School-Youth   | Count of UNIQUE RECORDS where YOUTH and DATE OF FIRST YOUTH SERVICE <= end of the report period and (DATE OF EXIT => beginning of the report period or DATE OF EXIT is null) and ((SCHOOL STATUS AT PARTICIPATION => 1 and SCHOOL STATUS AT PARTICIPATION <= 2) or (SCHOOL STATUS AT PARTICIPATION = 3 and (BASIC LITERACY SKILLS DEFICIENCY = 0 or BASIC LITERACY SKILLS DEFICIENCY is null)))  |

| TOTAL EXITERS   |   |
|---|---|
| Performance Item  | Specification   |
| Total Adult Exiters                                     | Count of UNIQUE RECORDS where (ADULT or DISLOCATED WORKER or NATIONAL EMERGENCY GRANT) and DATE OF EXIT is within the report period   |
| Total Adults (self-services only)                       | Count of UNIQUE RECORDS where SELF-SERVICE ONLY and (ADULT or DISLOCATED WORKER or NATIONAL EMERGENCY GRANT) and DATE OF EXIT is within the report period   |
| WIA Adults  | Count of UNIQUE RECORDS where ADULT and DATE OF EXIT is within the report period  |
| WIA Dislocated Workers                                  | Count of UNIQUE RECORDS where DISLOCATED WORKER and DATE OF EXIT is within the report period  |
| National Emergency Grant                                | Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT and DATE OF EXIT is within the report period   |
| Total Youth (14-21) Exiters                             | Count of UNIQUE RECORDS where YOUTH and DATE OF EXIT is within the report period  |
| Younger Youth (14-18)                                   | Count of UNIQUE RECORDS where YOUNGER YOUTH and DATE OF EXIT is within the report period  |
| Older Youth (19-21)                                     | Count of UNIQUE RECORDS where OLDER YOUTH and DATE OF EXIT is within the report period  |
| Out-of-School Youth                                     | Count of UNIQUE RECORDS where YOUTH and DATE OF EXIT is within the report period and SCHOOL STATUS AT PARTICIPATION > 3 or (SCHOOL STATUS AT PARTICIPATION = 3 and BASIC LITERACY SKILLS DEFICIENCY = 1)  |
| In-School-Youth   | Count of UNIQUE RECORDS where YOUTH and DATE OF EXIT is within the report period and ((SCHOOL STATUS AT PARTICIPATION =>1 and SCHOOL STATUS AT PARTICIPATION <=2) or (SCHOOL STATUS AT PARTICIPATION = 3 and (BASIC LITERACY SKILLS DEFICIENCY = 0 or BASIC LITERACY SKILLS DEFICIENCY is null))) |
| Exiters Who Received Training Services                  | Count of UNIQUE RECORDS where (ADULT or DISLOCATED WORKER or NATIONAL EMERGENCY GRANT) and DATE OF EXIT is within the report period and DATE ENTERED TRAINING #1 is not null  |
| WIA Adults Who Received Training Services               | Count of UNIQUE RECORDS Where ADUT and DATE OF EXIT is within the report period and DATE ENTERED TRAINING #1 is not null  |
| WIA Dislocated Workers Who Received Training Services   | Count of UNIQUE RECORDS where DISLOCATED WORKER and DATE OF EXIT is within the report period and DATE ENTERED TRAINING #1 is not null   |
| National Emergency Grant Who Received Training Services | Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT and DATE OF EXIT is within the report period and DATE ENTERED TRAINING #1 is not null  |

## **Youth (14 – 21) Common Performance Measures**

The following specifications provide guidance to states on how to calculate youth (14 – 21) performance results for the Current Quarter (most recent) and Cumulative 4-Quarter reporting periods:

1. All youth exiters are subject to the placement in employment or education and attainment of degree or certificate measures;
2. Out-of-school youth participants and exiters who are basic skills deficient are subject to the Literacy and Numeracy Gains measure; and
3. Youth are those aged 14 through 21 on the date that they participate in WIA youth program services.

This section outlines the mathematical formulae and data element specifications for states to report on the following youth performance measures:

### **Placement in Employment or Education**

*Of those who are not in post-secondary education or employment (including the military) at the date of participation:*

# of participants who are in employment (including the military) or enrolled in post-secondary education and/or advanced training/occupational skills training in the first quarter (qtr) after the exit qtr

---

# of participants who exit during the qtr

### **Attainment of a Degree or Certificate**

*Of those enrolled in education (at the date of participation or at any point during the program):*

# of participants who attain a diploma, GED, or certificate by the end of the third qtr after the exit qtr

---

# of participants who exit during the qtr

### **Literacy and Numeracy Gains**

*Of those out-of-school youth who are basic skills deficient:*

# of participants who increase one or more educational functioning levels

---

# of participants who have completed a year in the youth program (i.e., one year from the date of first youth program service) **plus** the # of participants who exit before completing a year in the youth program

| YOUTH (14 – 21) COMMON PERFORMANCE MEASURES |                       |   |
|---|-----------------------|---|
| Placement in Employment and Education       | Placement Numerator   | Count of UNIQUE RECORDS where YOUTH <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION <> 1 <b>and</b> (SCHOOL STATUS AT PARTICIPATION <> 3 <b>or</b> SCHOOL STATUS AT PARTICIPATION is null) <b>and</b> ((YOUTH PLACEMENT INFORMATION => 1 <b>and</b> YOUTH PLACEMENT INFORMATION <= 4) <b>or</b> ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98 <b>or</b> OTHER REASONS FOR EXIT = 99). |
|   | Placement Denominator | Count of UNIQUE RECORDS where YOUTH <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION <> 1 <b>and</b> (SCHOOL STATUS AT PARTICIPATION <> 3 <b>or</b> SCHOOL STATUS AT PARTICIPATION is null)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98 <b>or</b> OTHER REASONS FOR EXIT = 99).   |
| Attainment of Degree and Certificate        | ADC Numerator         | Count of UNIQUE RECORDS where YOUTH <b>and</b> ENROLLED IN EDUCATION = 1 <b>and</b> ATTAINED DEGREE OR CERTIFICATE > 0 <b>and</b> ATTAINED DEGREE OR CERTIFICATE < 4 <b>and</b> DATE ATTAINED DEGREE OR CERTIFICATE <= end of quarter of DATE OF EXIT + 3 quarters <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98 <b>or</b> OTHER REASONS FOR EXIT = 99).   |
|   | ADC Denominator       | Count of UNIQUE RECORDS where YOUTH <b>and</b> ENROLLED IN EDUCATION = 1 <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98 <b>or</b> OTHER REASONS FOR EXIT = 99).   |

<sup>1</sup> Italicized text refers to constructed variables; these variables are not in the WIASRD. Definitions for these variables are provided at the end of the literacy/numeracy specification.



**YOUTH (14 – 21) COMMON PERFORMANCE MEASURES (CONTINUED)**

|                                    |  |   |
|------------------------------------|--|---|
| <b>Literacy and Numeracy Gains</b> | Literacy/ Numeracy Gains Youth (14 - 21) | <b>For Literacy and Numeracy specification and constructed variables please see Appendix D, Appendix E and Appendix F</b> |
|------------------------------------|--|---|





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### ***Younger Youth (14 – 18) Performance Measures***

The following specifications provide guidance to states on how to calculate younger youth (14 - 18) performance results for the Current Quarter (most recent) and Cumulative 4-Quarter reporting periods:

1. All younger youth exiters except those who are still in secondary school at exit are subject to the diploma or equivalent attainment rate measure; and
2. Younger youth are those aged 14 through 18 on the date that they participate in WIA youth program services.

This section outlines the mathematical formula and data element specifications for states to report on the following younger youth performance measures:

#### **Diploma or Equivalent Attainment Rate**

*Of those who participate in the program without a diploma or equivalent:*

# of participants who attained a secondary school diploma or equivalent by the end of the first quarter (qtr) after the exit qtr

# of participants who exit during the qtr (except those still in secondary school at exit)

#### **Skill Attainment Rate**

*Of all in-school youth and any out-of-school youth assessed to be in need of basic skills, work readiness skills, and/or occupational skills:*

Total # of basic skills goals attained + Total # of work readiness skills goals attained + Total # of occupational skills goals attained

Total # of basic skills goals + Total # of work readiness skills goals + Total # of occupational skills goals set

| YOUNGER YOUTH (14 – 18) PERFORMANCE MEASURES |                               |   |
|--|-------------------------------|---|
| <b>Diploma or Equivalent Rate (DER)</b>      | Younger Youth DER Numerator   | Count of Unique RECORDs where YOUNGER YOUTH <b>and</b> (SCHOOL STATUS AT PARTICIPATION = 1 <b>or</b> SCHOOL STATUS AT PARTICIPATION = 2 <b>or</b> SCHOOL STATUS AT PARTICIPATION = 4) <b>and</b> (ATTAINED DEGREE OR CERTIFICATE = 1 <b>or</b> ATTAINED DEGREE OR CERTIFICATE = 2) <b>and</b> DATE ATTAINED DEGREE OR CERTIFICATE <= end of quarter of DATE OF EXIT + 1 quarter <b>and</b> (SCHOOL STATUS AT EXIT is null <b>or</b> (SCHOOL STATUS AT EXIT <> 1 <b>and</b> SCHOOL STATUS AT EXIT <> 2)) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98 <b>or</b> OTHER REASONS FOR EXIT = 99). |
|  | Younger Youth DER Denominator | Count of Unique RECORDs where YOUNGER YOUTH <b>and</b> (SCHOOL STATUS AT PARTICIPATION = 1 <b>or</b> SCHOOL STATUS AT PARTICIPATION = 2 <b>or</b> SCHOOL STATUS AT PARTICIPATION = 4) <b>and</b> (SCHOOL STATUS AT EXIT is null <b>or</b> (SCHOOL STATUS AT EXIT <> 1 <b>and</b> SCHOOL STATUS AT EXIT <> 2)) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98 <b>or</b> OTHER REASONS FOR EXIT = 99).   |
| <b>Skill Attainment Rate (SRR)</b>           | Younger Youth SRR Numerator   | <i>Of all in-school youth and any out-of-school youth assessed to be in need of basic skills, work readiness skills, and/or occupational skills:</i><br><br>Total # of basic skills goals attained + Total # of work readiness skills goals attained + Total # of occupational skills goals attained  |
|  | Younger Youth SRR Denominator | <b>divided by</b><br><br>Total # of basic skills goals + Total # of work readiness skills goals + Total # of occupational skills goals set  |

***Entered Employment Rate Performance Measures***

The following specifications provide guidance to states on how to calculate entered employment rates on adults, dislocated workers, veterans, older youth, and NEG participants for the Current Quarter (most recent) and Cumulative 4-Quarter reporting periods.

This section outlines the mathematical formulae and data element specifications for states to report on the following performance measures:

For adults, dislocated workers, veterans and NEG exiters, use the following mathematical formula:

*Of those who are not employed at the date of participation:*

$$\frac{\text{\# of participants who are employed in the first quarter (qtr) after the exit qtr}}{\text{\# of participants who exit during the qtr}}$$

For older youth, use the following mathematical formula:

*Of those who are not employed at the date of participation and who are either not enrolled in post-secondary education or advanced training in the first quarter (qtr) after the exit qtr or are employed in the first quarter after the exit quarter:*

$$\frac{\text{\# of participants who are employed in the first qtr after the exit qtr}}{\text{\# of participants who exit during the qtr}}$$

| ENTERED EMPLOYMENT RATE PERFORMANCE MEASURES |                                   |   |
|--|-----------------------------------|---|
| WIA Adults                                   | Adult EER Numerator               | Count of UNIQUE RECORDS where ADULT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)             |
|  | Adult EER Denominator             | Count of UNIQUE RECORDS where ADULT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)  |
| WIA Dislocated Workers                       | Dislocated Worker EER Numerator   | Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98) |
|  | Dislocated Worker EER Denominator | Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)  |
| Veterans                                     | Veterans EER Numerator            | Count of UNIQUE RECORDS where VETERAN <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)           |
|  | Veterans EER Denominator          | Count of UNIQUE RECORDS where VETERAN <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)  |

| ENTERED EMPLOYMENT RATE PERFORMANCE MEASURES (continued) |                             |   |
|--|-----------------------------|---|
| WIA Older Youth  | Older Youth EER Numerator   | Count of Unique RECORDs where OLDER YOUTH and (EMPLOYMENT STATUS AT PARTICIPATION = 2 or EMPLOYMENT STATUS AT PARTICIPATION = 0) and ((WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99) or (EMPLOYED IN 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5)) and DATE OF EXIT is within the reporting period and (OTHER REASONS FOR EXIT is null or OTHER REASONS FOR EXIT = 98)  |
|  | Older Youth EER Denominator | Count of Unique RECORDs where OLDER YOUTH and (EMPLOYMENT STATUS AT PARTICIPATION = 2 or EMPLOYMENT STATUS AT PARTICIPATION = 0) and ((YOUTH PLACEMENT INFORMATION = 0 or YOUTH PLACEMENT INFORMATION >= 3 or YOUTH PLACEMENT INFORMATION is null) or ((WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99) or (EMPLOYED IN 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5))) and DATE OF EXIT is within the reporting period and (OTHER REASONS FOR EXIT is null or OTHER REASONS FOR EXIT = 98). |
| NEG Exiters  | NEG EER Numerator           | Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT and MORE THAN SELF-SERVICE and (EMPLOYMENT STATUS AT PARTICIPATION = 2 or EMPLOYMENT STATUS AT PARTICIPATION = 0) and ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) or (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT is null or OTHER REASONS FOR EXIT = 98)  |
|  | NEG EER Denominator         | Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT and MORE THAN SELF-SERVICE and (EMPLOYMENT STATUS AT PARTICIPATION = 2 or EMPLOYMENT STATUS AT PARTICIPATION = 0) and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT is null or OTHER REASONS FOR EXIT = 98)   |

***Employment and Credential Rate Performance Measures***

The following specifications provide guidance for states to calculate employment and credential rates on adults, dislocated workers, veterans, and older youth participants for the Current Quarter (most recent) and Cumulative 4-Quarter reporting periods.

This section outlines the mathematical formulae and data element specifications for states to report on the following performance measures:

For adults and dislocated workers, use the following mathematical formula:

*Of those who receive training services:*

# of participants who were employed in the first qtr after the exit qtr and received a credential by the end of the third qtr after the exit qtr

# of participants who exit during the qtr

For older youth, use the following mathematical formula:

# of participants who were either employed, in post-secondary education, or in advanced training in the first qtr after the exit qtr and received a credential by the end of the third qtr after the exit qtr

# of participants who exit during the qtr

| EMPLOYMENT AND CREDENTIAL RATE PERFORMANCE MEASURES |   |  |
|---|---|--|
| WIA Adults  | Adult ECR Numerator                     | Count of Unique RECORDs where ADULT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE ENTERED TRAINING #1 is not null <b>and</b> TYPE OF RECOGNIZED CREDENTIAL#1 > 0 <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)             |
|   | Adult ECR Denominator                   | Count of Unique RECORDs where ADULT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> DATE ENTERED TRAINING #1 is not null <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |
| WIA Dislocated Workers                              | DW ERC Numerator                        | Count of Unique RECORDs where DISLOCATED WORKER <b>and</b> MORE THAN SELF-SERVICE <b>and</b> ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE ENTERED TRAINING #1 is not null <b>and</b> TYPE OF RECOGNIZED CREDENTIAL#1 > 0 <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98) |
|   | DW ECR Denominator                      | Count of Unique RECORDs where DISLOCATED WORKER <b>and</b> MORE THAN SELF-SERVICE <b>and</b> DATE ENTERED TRAINING #1 is not null <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |
| WIA Older Youth                                     | Older Youth Credential Rate Numerator   | Count of Unique RECORDs where OLDER YOUTH <b>and</b> ((YOUTH PLACEMENT INFORMATION >= 1 <b>and</b> YOUTH PLACEMENT INFORMATION < 3) <b>or</b> ((WAGES 1ST QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 1ST QUARTER AFTER EXIT QUARTER < 999999.99) <b>or</b> (EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5))) <b>and</b> TYPE OF RECOGNIZED CREDENTIAL > 0 <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)                                 |
|   | Older Youth Credential Rate Denominator | Count of Unique RECORDs where OLDER YOUTH <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |

### ***Retention Rate Performance Measures***

The following specifications provide guidance to states on how to calculate retention rates on adults, dislocated workers, veterans, older youth, younger youth, and NEG participants for the Current Quarter (most recent) and Cumulative 4-Quarter reporting periods.

This section outlines the mathematical formulae and data element specifications for states to report on the following performance measures:

For adults, dislocated workers, veterans and NEG exiters, use the following mathematical formula:

*Of those who are employed in the first quarter after the exit qtr:*

$$\frac{\text{\# of participants who are employed in both the second and third qtrs after the exit qtr}}{\text{\# of participants who exit during the qtr}}$$

For older youth, use the following mathematical formula:

*Of those who are employed in the first qtr after the exit qtr and who are either not enrolled in post-secondary education or advanced training in the third qtr after the exit qtr or are employed in the third qtr after the exit qtr:*

$$\frac{\text{\# of participants who are employed in the third qtr after the exit qtr}}{\text{\# of participants who exit during the qtr}}$$

For younger youth, use the following mathematical formula:

*\# of participants who were found in either post-secondary education, advanced training, employment, military service, or a qualified apprenticeship in the third qtr after the exit qtr*

$$\frac{\text{\# of participants who were found in either post-secondary education, advanced training, employment, military service, or a qualified apprenticeship in the third qtr after the exit qtr}}{\text{\# of participants who exit during the qtr (except those still in secondary school at exit)}}$$

| RETENTION RATE PERFORMANCE MEASURES |                                  |  |
|-------------------------------------|----------------------------------|--|
| WIA Adults                          | Adult Retention Rate Numerator   | Count of UNIQUE RECORDS where ADULT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> ((EMPLOYED 2 <sup>ND</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 2 <sup>ND</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 2 <sup>ND</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 2 <sup>ND</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> ((EMPLOYED 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)             |
|                                     | Adult Retention Rate Denominator | Count of UNIQUE RECORDS where ADULT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |
| WIA Dislocated Workers              | DW Retention Rate Numerator      | Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> MORE THAN SELF-SERVICE <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> ((EMPLOYED 2 <sup>ND</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 2 <sup>ND</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 2 <sup>ND</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 2 <sup>ND</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> ((EMPLOYED 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98) |
|                                     | DW Retention Rate Denominator    | Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> MORE THAN SELF-SERVICE <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |

| RETENTION RATE PERFORMANCE MEASURES (continued) |                                      |  |
|---|--------------------------------------|--|
| Veterans  | Veterans Retention Rate Numerator    | Count of UNIQUE RECORDS where VETERAN <b>and</b> MORE THAN SELF-SERVICE <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> ((EMPLOYED 2 <sup>ND</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 2 <sup>ND</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 2 <sup>ND</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 2 <sup>ND</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> ((EMPLOYED 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98) |
|   | Veterans Retention Rate Denominator  | Count of UNIQUE RECORDS where VETERAN <b>and</b> MORE THAN SELF-SERVICE <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |
| WIA Older Youth                                 | Older Youth Retention Rate Numerator | Count of Unique RECORDs where OLDER YOUTH <b>and</b> ((WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99) <b>or</b> (EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5)) <b>and</b> ((WAGES 3 <sup>RD</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>RD</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99) <b>or</b> (EMPLOYED 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 5)) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |
|   | Older Youth Retention Denominator    | Count of Unique RECORDs where OLDER YOUTH <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> ((YOUTH RETENTION INFORMATION = 0 <b>or</b> YOUTH RETENTION INFORMATION >= 3 <b>or</b> YOUTH RETENTION INFORMATION is null) <b>or</b> ((WAGES 3 <sup>RD</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>RD</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99) <b>or</b> (EMPLOYED 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 5)) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |

| RETENTION RATE PERFORMANCE MEASURES (continued) |  |   |
|---|--|---|
| WIA Younger Youth                               | Younger Youth Retention Rate Numerator   | Count of Unique RECORDs where YOUNGER YOUTH <b>and</b> ((YOUTH RETENTION INFORMATION > 0 <b>and</b> YOUTH RETENTION INFORMATION <= 4) <b>or</b> ((WAGES 3 <sup>RD</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>RD</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99) <b>or</b> (EMPLOYED 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 5))) <b>and</b> (SCHOOL STATUS AT EXIT is null <b>or</b> (SCHOOL STATUS AT EXIT <> 1 <b>and</b> SCHOOL STATUS AT EXIT <> 2)) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |
|   | Younger Youth Retention Rate Denominator | Count of Unique RECORDs where YOUNGER YOUTH <b>and</b> SCHOOL STATUS AT PROGRAM EXIT is null <b>or</b> (SCHOOL STATUS AT EXIT <> 1 <b>and</b> SCHOOL STATUS AT EXIT <> 2)) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |
| National Emergency Grant Exiters                | NEG Retention Numerator                  | Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> ((EMPLOYED 2 <sup>ND</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 2 <sup>ND</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 2 <sup>ND</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 2 <sup>ND</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> ((EMPLOYED 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98) |
|   | NEG Retention Denominator                | Count of UNIQUE RECORDS where NATIONAL EMERGENCY GRANT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |

### ***Six-Month Average Earnings Performance Measures***

The following specifications provide guidance to states on how to calculate six month average earnings on adults, dislocated workers, and veterans and NEG participants and older youth earnings increase for the Current Quarter (most recent) and Cumulative 4-Quarter reporting periods.

This section outlines the mathematical formulae and data element specifications for states to report on the following performance measures:

For adults, dislocated workers, veterans and NEG exiters, use the following mathematical formula:

*Of those who are employed in the first, second, and third quarters after the exit quarter (as determined through wage records):*

[Total earnings in the second quarter plus total earnings in the third quarter after the exit quarter]

---

# of participants who exit during the qtr

For older youth, use the following mathematical formula:

*Of those who are employed in the first qtr after the exit qtr and who are either not enrolled in post-secondary education or advanced training in the third qtr after the exit qtr or are employed in the third quarter after the exit quarter:*

[Earnings in the second + third qtrs after the exit qtr] **minus** [Earnings in the second + third qtrs prior to the participation qtr]

---

# of participants who exit during the qtr

| Six- Month <b>AVERAGE EARNINGS PERFORMANCE MEASURES</b> |   |  |
|---|---|--|
| WIA Adults  | Adult Six-Month Average Earnings Numerator      | Sum of (WAGES 2 <sup>nd</sup> QUARTER AFTER THE EXIT QUARTER <b>and</b> WAGES 3 <sup>rd</sup> QUARTER AFTER THE EXIT QUARTER) where ADULT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 2 <sup>nd</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 2 <sup>nd</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 3 <sup>rd</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>rd</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)             |
|   | Adult Six-Month Average Earnings Denominator    | Count of unique RECORDS where ADULT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 2 <sup>nd</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 2 <sup>nd</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 3 <sup>rd</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>rd</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |
| WIA Dislocated Workers                                  | DW Six-Month Average Earnings Numerator         | Sum of (WAGES 2 <sup>nd</sup> QUARTER AFTER THE EXIT QUARTER <b>and</b> WAGES 3 <sup>rd</sup> QUARTER AFTER THE EXIT QUARTER) where DISLOCATED WORKER <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 2 <sup>nd</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 2 <sup>nd</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 3 <sup>rd</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>rd</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98) |
|   | DW Six-Month Average Earnings Denominator       | Count of unique RECORDS where DISLOCATED WORKER <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 2 <sup>nd</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 2 <sup>nd</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 3 <sup>rd</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>rd</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |
| Veterans  | Veterans Six-Month Average Earnings Numerator   | Sum of (WAGES 2 <sup>nd</sup> QUARTER AFTER THE EXIT QUARTER <b>and</b> WAGES 3 <sup>rd</sup> QUARTER AFTER THE EXIT QUARTER) where VETERAN <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 2 <sup>nd</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 2 <sup>nd</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 3 <sup>rd</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>rd</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)           |
|   | Veterans Six-Month Average Earnings Denominator | Count of unique RECORDS where VETERAN <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 2 <sup>nd</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 2 <sup>nd</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 3 <sup>rd</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>rd</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |

| SIX-MONTH AVERAGE EARNINGS PERFORMANCE MEASURES (continued) |  |   |
|---|--|---|
| WIA Older Youth   | Older Youth Earnings Increase Numerator    | Sum of (WAGES 3RD QUARTER AFTER THE EXIT QUARTER plus WAGES 2 <sup>ND</sup> QUARTER AFTER THE EXIT QUARTER) <b>minus</b> sum of (WAGES 2 <sup>ND</sup> QUARTER PRIOR TO PARTICIPATION QUARTER and WAGES 3 <sup>RD</sup> QUARTER PRIOR TO PARTICIPATION QUARTER) <b>where</b> OLDER YOUTH <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER < 999999.99 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER >= 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER <= 4 <b>and</b> ((YOUTH RETENTION INFORMATION = 0 <b>or</b> YOUTH RETENTION INFORMATION >= 3 <b>or</b> YOUTH RETENTION INFORMATION is null) <b>or</b> (WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER < 999999.99)) <b>and</b> (TYPE OF EMPLOYMENT MATCH 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER < 5 <b>or</b> TYPE OF EMPLOYMENT MATCH 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER is null) <b>and</b> ((WAGES 2 <sup>ND</sup> QUARTER PRIOR TO PARTICIPATION QUARTER < 999999.99 <b>or</b> WAGES 2 <sup>ND</sup> QUARTER PRIOR TO PARTICIPATION QUARTER is null) <b>and</b> (WAGES 3 <sup>RD</sup> QUARTER PRIOR TO PARTICIPATION QUARTER < 999999.99 <b>or</b> WAGES 3 <sup>RD</sup> QUARTER PRIOR TO PARTICIPATION QUARTER is null) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98) |
|   | Older Youth Earnings Increase Denominator  | Count of Unique RECORDs where OLDER YOUTH <b>and</b> WAGES 1ST QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 1ST QUARTER AFTER EXIT QUARTER < 999999.99 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER >= 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER <= 4 <b>and</b> ((YOUTH RETENTION INFORMATION = 0 <b>or</b> YOUTH RETENTION INFORMATION >= 3 <b>or</b> YOUTH RETENTION INFORMATION is null) <b>or</b> (WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER < 999999.99)) <b>and</b> (TYPE OF EMPLOYMENT MATCH 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER < 5 <b>or</b> TYPE OF EMPLOYMENT MATCH 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER is null) <b>and</b> ((WAGES 2 <sup>ND</sup> QUARTER PRIOR TO PARTICIPATION QUARTER < 999999.99 <b>or</b> WAGES 2 <sup>ND</sup> QUARTER PRIOR TO PARTICIPATION QUARTER is null) <b>and</b> (WAGES 3 <sup>RD</sup> QUARTER PRIOR TO PARTICIPATION QUARTER < 999999.99 <b>or</b> WAGES 3 <sup>RD</sup> QUARTER PRIOR TO PARTICIPATION QUARTER is null) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)  |
| National Emergency Grant                                    | NEG Six-Month Average Earnings Numerator   | Sum of (WAGES 2 <sup>ND</sup> QUARTER AFTER THE EXIT QUARTER <b>and</b> WAGES 3 <sup>RD</sup> QUARTER AFTER THE EXIT QUARTER) where NATIONAL EMERGENCY GRANT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 2 <sup>ND</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 2 <sup>ND</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |
|   | NEG Six-Month Average Earnings Denominator | Count of unique RECORDs where NATIONAL EMERGENCY GRANT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 2 <sup>ND</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 2 <sup>ND</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |

### ***Credential Attainment***

The following specifications provide guidance to states on how to calculate credential attainment for adults, dislocated workers, youth, and NEG participants for the Current Quarter (most recent) and Cumulative 4-Quarter reporting periods.

This section outlines the mathematical formulae and data element specifications for states to report on the following performance measures:

For adults, dislocated workers, youth and NEG exiters, use the following mathematical formula:

*Of those who receive more than self-service:*

# of participants who received a credential by the end of the third qtr after the exit qtr

---

# of participants who exit during the qtr

| CREDENTIAL ATTAINMENT RATE PERFORMANCE MEASURES |                       |   |
|---|-----------------------|---|
| WIA Adults                                      | Adult CAR Numerator   | Count of Unique RECORDs where ADULT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (TYPE OF RECOGNIZED CREDENTIAL#1 > 0) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)             |
|   | Adult CRR Denominator | Count of Unique RECORDs where ADULT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)  |
| WIA Dislocated Workers                          | DW CAR Numerator      | Count of Unique RECORDs where DISLOCATED WORKER <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (TYPE OF RECOGNIZED CREDENTIAL#1 > 0) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98) |
|   | DW CAR Denominator    | Count of Unique RECORDs where DISLOCATED WORKER <b>and</b> MORE THAN SELF-SERVICE <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)  |
| WIA Youth                                       | Youth CAR Numerator   | Count of Unique RECORDs where YOUTH <b>and</b> (TYPE OF RECOGNIZED CREDENTIAL#1 > 0) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |
|   | Youth CAR Denominator | Count of Unique RECORDs where OLDER YOUTH <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)  |
| NEG   | NEG CAR Numerator     | Count of Unique RECORDs where NEG <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (TYPE OF RECOGNIZED CREDENTIAL#1 > 0) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)               |
|   | NEG CAR Denominator   | Count of Unique RECORDs where NEG <b>and</b> MORE THAN SELF-SERVICE <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)  |

***Veterans' Priority of Service***

The following specifications provide guidance to states on how to calculate the veterans' priority of service for WIA programs for the Current Quarter (most recent) and Cumulative 4-Quarter reporting periods.

This section outlines the mathematical formulae and data element specifications for states to report on the following performance measures:

For adults, dislocated workers, veterans, youth and NEG covered entrants, use the following mathematical formula:

*Of those who are veterans at entry:*

# of veterans that received a service within 45 days of entry

---

# of veterans who entered during the qtr

*Of those who are veterans at entry:*

# of veterans that received a staff assisted service within 45 days of entry

---

# of veterans who entered during the qtr

| Veterans Priority of Service |   |   |
|------------------------------|---|---|
| Veterans Priority of Service | Total Covered Entrants Who Reached the End of the Entry Period                            | Count of Unique RECORDs where ELIGIBLE VETERAN > 0 and DATE 45 DAYS FOLLOWING COVERED PERSON ENTRY DATE is within the reporting period  |
|                              | Total Covered Entrants Who Received a Service During the Entry Period                     | Count of Unique RECORDs where (ELIGIBLE VETERAN > 0 and DATE 45 DAYS FOLLOWING COVERED PERSON ENTRY DATE is within the reporting period) <b>and</b> DATE OF PARTICIPATION/DATE OF FIRST CASE MANAGEMENT & REEMPLOYMENT SERVICE IS <= DATE 45 DAYS FOLLOWING COVERED PERSON ENTRY DATE |
|                              | Percent of Covered Entrants Who Received a Service During the Entry Period                | $\frac{\text{Total Covered Entrants Who Received a Service During the Entry Period}}{\text{Total Covered Entrants Who Reached the End of the Entry Period}}$  |
|                              | Total Covered Entrants Who Received a Staff Assisted Service During the Entry Period      | Count of Unique RECORDs where (ELIGIBLE VETERAN > 0 and DATE 45 DAYS FOLLOWING COVERED PERSON ENTRY DATE is within the reporting period) <b>and</b> DATE OF FIRST STAFF ASSISTED SERVICE <= DATE 45 DAYS FOLLOWING COVERED PERSON ENTRY DATE  |
|                              | Percent of Covered Entrants Who Received a Staff Assisted Service During the Entry Period | $\frac{\text{Total Covered Entrants Who Received a Staff Assisted Service During the Entry Period}}{\text{Total Covered Entrants Who Reached the End of the Entry Period}}$   |

## **APPENDIX D**

### **LITERACY/NUMERACY SPECIFICATIONS**

#### **I. SPECIFICATION CONVENTIONS**

The Literacy/Numeracy specification that follows includes two sections:

1. The flowchart illustrates the factors that determine whether a youth is a success, only in the denominator, or excluded from the literacy/numeracy measure.
2. Detailed programmatic specifications follow the flowchart. These specifications have the following structure:
  - a. There are three columns for each specification. Column A identifies the component being specified (for example, the literacy/numeracy numerator). Column B provides the technical specification for each component. These components are written in pseudo-code to provide programmers and readers with precise, detailed instructions on how to program the measure. Column C describes the specifications in lay terms so that non-technical readers can understand the processes and decisions employed by programmers to calculate each component of the measure.
  - b. The literacy/numeracy specifications are divided into three sections. The first section provides the specifications for the numerator and denominator. The second section provides the specifications for the constructed variables used in the numerator and denominator specifications. The third section provides the reporting cohort table for the literacy/numeracy measure.

To make the specifications easier to read, they incorporate several conventions that fall into two categories.

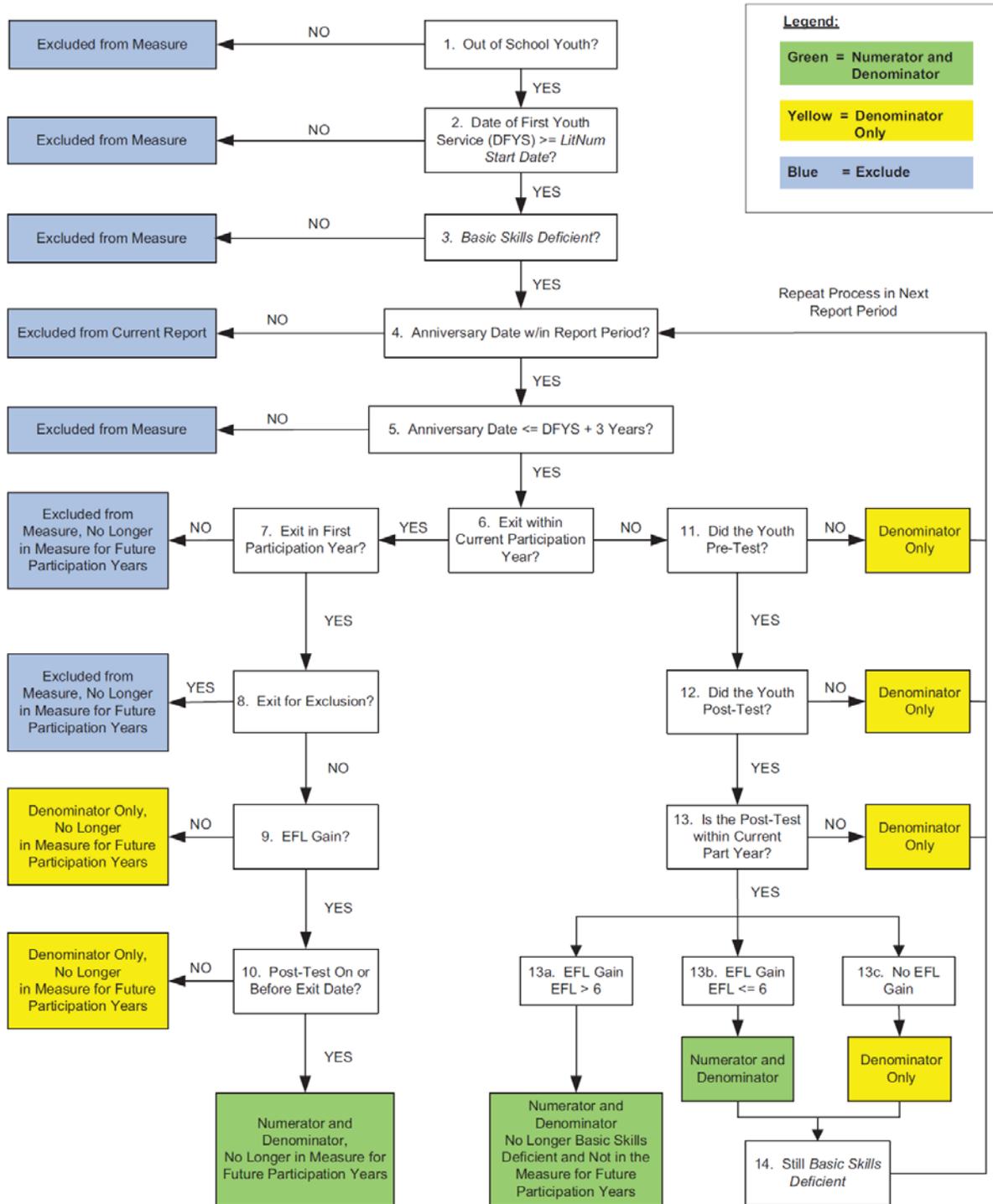
1. Conventions for data elements and constructed variables used in the calculations
  - a. WIASRD data element names are capitalized.
  - b. Constructed variables used in the specifications are capitalized and italicized.
  - c. Constructed variable definitions follow the numerator and denominator specifications.
2. Conventions for logical conditions
  - a. AND statements and OR statements are bolded for readability.
  - b. Corresponding conditions in OR statements are indented equally to show their correspondence.
  - c. AND statements are presented in separate boxes except for compound AND statements that involve a single variable, which are joined in a single box.
  - d. Parentheses are used to establish grouping of logical conditions that do not follow the normal order of operations.

## II. THE LITERACY/NUMERACY SPECIFICATION

The following update to the Literacy/Numeracy specification addresses the calculation of the measure for states that have been reporting on the measure for three years or more. The changes focus on policy issues and questions that states have raised over the last two years. More specifically, the specification incorporates the following issues:

- The determination of Basic Skills Deficiency has been updated to include all combinations of values in the Basic Literary Skills Deficient (WIASRD Element 802) and Pre-test Educational Functioning Level (WIASRD 1806, 1820, 1834) fields. As in the previous specifications, Post-test Educational Functioning Level fields (WIASRD 1809, 1812, 1815, 1823, 1826, 1829, 1837, 1840, 1843) are used to determine if the youth remains basic skills deficient.
- If an out-of-school, basic skills deficient youth does not have pre-test data by the end of the first participation year, then the youth will be included in the denominator only unless he or she had an exit-based exclusion during the year. If the youth still does not have pre-test data by the end of the second or third participation years, the youth will continue to be included in the denominator only unless he or she exited (with or without an exclusion) during the given participation year.
- If an out-of-school, basic skills deficient youth has a pre-test date after the end of the first participation year, the youth will be included in the denominator for the first year. If the youth has a pre-test date after the end of the second participation year, he or she will also be included in the denominator for second year. If the pre-test date is after the end of the third participation year, the youth will be included in the denominator for all three years.
- When creating the WIASRD and Data Reporting and Validation Software (DRVS) files, states should leave the post-test data fields blank for participation years in which the youth did not take a post-test. For example, if the youth's first post-test was in his or her second participation year, the Post-Test (Year 1) fields (WIASRD 1807-1809) should be left blank and the youth's results should be recorded in the Post-Test (Year 2) fields (WIASRD 1810-1812).
- If an out-of-school, basic skills deficient youth does not have a post-test date or has a post-test date after the end of a given participation year, then the youth will be included in that year's denominator only unless the youth has an exit-based exclusion during the participation year.
- The definition of Participation Year has been updated.
- Literacy/Numeracy eligible youth who are in the program for more than 3 years are excluded from the measure after their third participation year.
- Updates have been made to the valid values for the Type of Assessment Test (WIASRD 1802) field so that states can use the Wonderlic to measure educational functioning levels.

### Literacy/Numeracy Decision Path (Third and Subsequent Years After State Implements the Measure)



### III. LITERACY/NUMERACY DECISION PATH

Outcomes for the Literacy/Numeracy measure are based on multiple criteria including technical definitions of terminology such as “out-of-school” and “basic skills deficient,” pre- and post-test timing and results, reporting cohorts that are determined by the participant’s first youth service anniversary dates, and various exit considerations. The Literacy/Numeracy Decision Path flowchart sequentially illustrates how these criteria are used to determine the Literacy/Numeracy outcome for each youth who is potentially eligible for this measure. The following list explains each decision node along the path.

1. Is the individual an out-of-school youth according to the following ETA reporting definition of “out-of-school”? Out-of-school youth: A youth who is not attending school (even if the youth has a H.S. diploma or its equivalent) or is attending post-secondary school and is basic skills deficient. If yes, see item 2 below. If no, the individual is not in the measure.
2. Is the youth’s Date of First Youth Service on or after the date on which the state began reporting Literacy/Numeracy data? If yes, see item 3 below. If no, the youth is not in the measure. For most states, the Literacy/Numeracy start date is 7/1/2006. However, some states implemented the Literacy/Numeracy reporting requirements on 7/1/2005.
3. Is the youth Basic Skills Deficient (BSD)? Both WIASRD element 802 and the pre-test EFL scores determine whether a youth is BSD. If WIASRD 802 = 1 (yes), the youth is initially considered to be BSD. However, if when pre-tested, all pretest EFL scores are greater than 6, the youth is no longer considered to be BSD for Literacy/Numeracy purposes and is excluded from the measure. If yes, see item 4 below. If no, the youth is not in the measure.
4. Is there an anniversary of the youth’s Date of First Youth Service within the report period? If yes, see item 5 below. If no, the youth is not in the measure.

Literacy/Numeracy outcomes are measured on a yearly basis and are not determined until a full year has elapsed from the youth’s Date of First Youth Service. From that point on, the youth’s Literacy/Numeracy outcomes continue to appear in the quarterly and annual reports until the youth is excluded from or exits the measure based on the criteria described below.

5. Is the most recent anniversary of the Date of First Youth Service on or before the Date of First Youth Service plus 3 years? If yes, see item 6 below. If no, the youth is not in the measure.

Youth are excluded from the measure after their third participation year, even if they are still BSD.

6. Did the youth exit within the current participation year (i.e., during the most recent full participation year that the youth has completed)? If yes, see item 7 below. If no, see item 11.

Literacy/Numeracy outcomes for a particular participation year are not measured until the anniversary date for that participation year falls within the reporting period. At that point, a determination is made as to whether the youth completed the full year or exited before completing the full year.

7. If the youth exited during the current participation year, is the current participation year the youth's first participation year? If yes, see item 8 below? If no, the youth is excluded from the measure.

Youth are included in the measure for their first participation year whether or not they complete the full participation year. For the second and third participation years, youth are excluded from the measure if they exit before completing the full participation year.

8. If the youth exited during the first participation year, did he/she exit for an exclusion? If yes, the youth is excluded from the measure. If no, see item 9 below.
9. If the youth exited during the first participation year without an exclusion, was the youth pre-tested and then later post-tested with an EFL gain over the pre-test? If yes, see item 10 below. If no, the result is a negative outcome and the youth will be counted in the denominator only. In either case, the youth will not be included in the measure for future participation years because the youth has exited the program.
10. If the youth exited without an exclusion during the first participation year but had a post-test EFL gain, was the post-test date on or before the date of exit? If yes, the result is a positive outcome and the youth will be counted in both the numerator and denominator. If no, the result is a negative outcome and the youth will be counted in the denominator only. In either case, the youth will no longer be included in the measure for future participation years.
11. If the youth did not exit during the current participation year, did the youth take a pre-test? If yes, see item 12 below. If no, the result is a negative outcome and the youth will be counted in the denominator only.
12. If the youth did not exit during the current participation year and took a pre-test, did the youth also take a post-test? If yes, see item 13 below. If no, the result is a negative outcome and the youth will be counted in the denominator only.

13. If the youth took both a pre-test and a post-test, was the post-test taken within the current participation year? If yes, see items 13a-c below. If no, the result is a negative outcome and the youth will be counted in the denominator only.
- 13a. If the youth took a post-test within the current participation year, did the youth have an EFL gain and were the EFLs for the most recent post-tests greater than 6 for all functional areas? If yes, the result is a positive outcome and the youth will be counted in both the numerator and denominator. In addition, the youth will not be included in the Literacy/Numeracy calculations for future participation years. If no, see items 13b-c below. Please note that if the EFL scores for all functional areas are greater than 6, the youth is no longer BSD and will not be included in future participation years.
- 13b. If the youth took a post-test within the current participation year, did the youth have an EFL gain and was the EFL for the most recent post-test(s) less than or equal to 6 for at least one functional area? If yes, the result is a positive outcome and the youth will be counted in both the numerator and denominator. If no, see item 13c below.
- 13c. Did the youth post-test within the current participation year with no EFL gain? If yes, the result is a negative outcome and the youth will be counted in the denominator only.
14. If the youth is still BSD after post-testing, he/she will continue to be included in the measure for future participation years.

Youth with post-test EFL scores less than or equal to 6 for the most recent post-test for at least one of the functional areas is still basic skills deficient and must be processed by the model for the next participation year by returning to item 4 above for the next report period.

Youth with “No” for questions 11, 12, or 13 also remain basic skills deficient for the purposes of the Literacy/Numeracy measure and must be processed by the model for the next participation year by returning to item 4 above for the next report period.

V. LITERACY/NUMERACY NUMERATOR

| A. Measure   | B. Specification  | C. Explanation of the Specification   |
|--|---|---|
| Literacy/<br>Numeracy Gains<br>Youth (14-21) Numerator | Count of unique RECORDS where YOUTH <sup>1</sup>  | Includes Youth Records (those with youth funding who are between 14 and 21 years of age on the Date of First Youth Service)   |
|  | and<br>SCHOOL STATUS AT PARTICIPATION >= 3<br>and<br>BASIC LITERACY SKILLS DEFICIENCY (WIASRD Element 802) = 1) | And the youth is an out-of-school youth who is basic skills deficient as determined by WIASRD 802.<br><br>Note: For reporting purposes an out-of-school youth is a youth who is either not attending school or attending post-secondary school and is basic skills deficient as determined by WIASRD Element 802. WIASRD 802 is required for eligibility purposes only. |
|  | and<br>DATE OF FIRST YOUTH SERVICE => LIT-NUM START DATE  | The youth first received youth funded services on or after the date when the state first began to report on the literacy-numeracy measure.  |
|  | and<br>BASIC SKILLS DEFICIENT   | And basic skills deficient as determined by the appropriate pre- and post-tests.<br><br>Note: Youth who meet the above criteria and have not received a pre-test are treated as if they are basic skills deficient for the purposes of the literacy/numeracy measure.   |
|  | and<br>END OF CURRENT PARTICIPATION YEAR is within the reporting period   | And the current participation year is within the reporting period.  |
|  | and<br>END OF CURRENT PARTICIPATION YEAR =< END OF PARTICIPATION YEAR#3   | And the youth has not been in the program for more than 3 years.  |

<sup>1</sup> Italicized text refers to constructed variables; these variables are not in the WIASRD. Definitions for these variables are provided at the end of the literacy/numeracy specification.

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| A. Measure | B. Specification  | C. Explanation of the Specification  |
|------------|---|--|
|            | and<br>PRE-TEST EDUCATIONAL FUNCTIONING LEVEL<br>is not null  | There must be a recorded pre-test EFL score for the functional area.   |
|            | and<br>a SUCCESSFUL POST-TEST COMPLETION<br>DATE >=<br>START OF CURRENT PARTICIPATION YEAR<br>and<br>SUCCESSFUL POST-TEST COMPLETION DATE<br><=<br>END OF CURRENT PARTICIPATION YEAR  | And there is a successful post-test completion date within the current participation year.   |
|            | and<br>(DATE OF EXIT is null<br>or<br>DATE OF EXIT > END OF CURRENT<br>PARTICIPATION YEAR<br>or<br>(DATE OF EXIT <= END OF<br>PARTICIPATION YEAR#1<br>and<br>END OF PARTICIPATION YEAR#1 is within<br>the reporting period))<br>and<br>(OTHER REASONS FOR EXIT is null<br>or<br>OTHER REASONS FOR EXIT = 00<br>or<br>OTHER REASONS FOR EXIT = 98))) | And the participant did not exit, exited after the current participation year, or exited during the youth's first participation year without an exclusion. |

VI. LITERACY/NUMERACY DENOMINATOR

| A. Measure  | B. Specification   | C. Explanation of the Specification   |
|---|--|---|
| Literacy/<br>Numeracy Gains<br>Youth (14-21)<br>Denominator | Count of unique RECORDS where YOUTH  | Includes Youth Records (those with youth funding who are between 14 and 21 years of age on the Date of First Youth Service) who are basic skills deficient and out-of-school  |
|   | and<br>SCHOOL STATUS AT PARTICIPATION >= 3<br>and<br>BASIC LITERACY SKILLS DEFICIENCY<br>(WIASRD Element 802) = 1) | And the youth is an out-of-school youth who is basic skills deficient as determined by WIASRD 802.<br><br>Note: For reporting purposes and out-of-school youth is a youth who is either not attending school or attending post-secondary school and basic skills deficient as determined by WIASRD Element 802. WIASRD 802 is required for eligibility purposes only.                                       |
|   | and<br>DATE OF FIRST YOUTH SERVICE => LIT-NUM<br>START DATE  | The youth first received youth funded services on or after the date when the state first began to report on the literacy-numeracy measure.  |
|   | and<br>BASIC SKILLS DEFICIENT  | And basic skills deficient as determined by the appropriate pre- and post-tests.<br><br>Note: Youth who meet the above criteria and have not received a pre-test are treated as if they are basic skills deficient for the purposes of the literacy/numeracy measure.   |
|   | and<br>END OF CURRENT PARTICIPATION YEAR is<br>within the reporting period   | And the end of the current participation year is in the report period.<br><br>Note: Youth who meet the above criteria and do not pre-test will be in the denominator only on their anniversary date. Youth who do not take a post-test or take a post-test after the anniversary date of any participation year will also be in the denominator only for that participation year on their anniversary date. |

**EMPLOYMENT AND TRAINING ADMINISTRATION**

| A. Measure | B. Specification  | C. Explanation of the Specification   |
|------------|---|---|
|            | <p>and<br/>           END OF CURRENT PARTICIPATION YEAR =&lt;<br/>           END OF PARTICIPATION YEAR#3</p> <p>and<br/>           (DATE OF EXIT is null<br/>           or<br/>           DATE OF EXIT &gt; END OF<br/>           CURRENT PARTICIPATION<br/>           YEAR<br/>           or<br/>           (DATE OF EXIT &lt;= END OF<br/>           PARTICIPATION YEAR#1<br/>           and<br/>           END OF PARTICIPATION YEAR#1 is<br/>           within the reporting period))<br/>           and<br/>           (OTHER REASONS FOR EXIT is null<br/>           or<br/>           OTHER REASONS FOR EXIT = 00<br/>           or<br/>           OTHER REASONS FOR EXIT = 98<br/>           or<br/>           OTHER REASONS FOR EXIT = 99)))</p> | <p>And the youth has not been in the program for more than 3 years.</p> <p>And the participant did not exit, exited after the current participation year, or exited during the youth's first participation year without an exclusion.</p> <p>Note: States should include youth who exit without an exclusion during the first participation year in the literacy/numeracy measure. Those youth who exit during the second or third participation years, however, are excluded from the measure for the participation year in which they exit.</p> |

## VII. CONSTRUCTED VARIABLE SPECIFICATIONS

The following tables provide specifications to calculate the constructed variables used for in literacy/numeracy specifications. These variables include:

1. YOUTH
2. BASIC SKILLS DEFICIENT
3. LIT-NUM START DATE
4. START OF PARTICIPATION YEAR, END OF PARTICIPATION YEAR, and CURRENT PARTICIPATION YEAR
5. SUCCESSFUL POST-TEST COMPLETION DATE

**EMPLOYMENT AND TRAINING ADMINISTRATION**

| A. Constructed Variable   | B. Specification  | C. Explanation of the Specification  |
|---------------------------|---|--|
| 1. Youth                  | Unique RECORDS where DATE OF FIRST YOUTH SERVICE is not null<br>and<br>DATE OF FIRST YOUTH SERVICE – DATE OF BIRTH >= 14 Years<br>and<br>DATE OF FIRST YOUTH SERVICE – DATE OF BIRTH < 22 Years   | Youth are WIA participants who receive youth funded services and are 14 years old or older and younger than 22 years old on the date of first youth service.   |
| 2. Basic Skills Deficient | ((EDUCATIONAL FUNCTIONING LEVEL <= 6<br>or<br>EDUCATIONAL FUNCTIONING LEVEL 2 <= 6<br>or<br>EDUCATIONAL FUNCTIONING LEVEL 3 <= 6)<br>or<br>(EDUCATIONAL FUNCTIONING LEVEL is null<br>and<br>EDUCATIONAL FUNCTIONING LEVEL 2 is null<br>and<br>EDUCATIONAL FUNCTIONING LEVEL 3 is null)) | Out-of-school youth participants who have not been pre-tested and are basic skills deficient as determined by WIASRD 802<br>or<br>who have at least 1 pre-test score that is less than or equal to 6 (WIASRD elements 1806, 1820, and 1834) are initially basic skills deficient for the purposes of this measure. |
|                           | and<br>((DATE ADMINISTERED POST-TEST #1 < START OF CURRENT PARTICIPATION YEAR<br>and<br>EDUCATIONAL FUNCTIONING LEVEL POST-TEST #1 > 0<br>and<br>EDUCATIONAL FUNCTIONING LEVEL POST-TEST #1 <=6)  | And if post-test #1 was administered prior to the start of the current participation year, the EFL must be 6 or less (participants with EFLs of 7 and 8 are no longer basic skills deficient).   |

| A. Constructed Variable               | B. Specification  | C. Explanation of the Specification  |
|---------------------------------------|---|--|
| 2. Basic Skills Deficient (continued) | or<br>(DATE ADMINISTERED POST-TEST #1 => START OF CURRENT PARTICIPATION YEAR)<br>or<br>(DATE ADMINISTERED POST-TEST #1 is null and<br>(EDUCATIONAL FUNCTIONING LEVEL <= 6 or<br>EDUCATIONAL FUNCTIONING LEVEL is null)))  | Or post-test #1 was administered after the start of the current participation year or there has been no post-test.   |
|                                       | and<br>((DATE ADMINISTERED POST-TEST #2 < START OF CURRENT PARTICIPATION YEAR and<br>EDUCATIONAL FUNCTIONING LEVEL POST-TEST #2 > 0 and<br>EDUCATIONAL FUNCTIONING LEVEL POST-TEST #2 <= 6)<br>or<br>(DATE ADMINISTERED POST-TEST #2 => START OF CURRENT PARTICIPATION YEAR)<br>or<br>(DATE ADMINISTERED POST-TEST #2 is null and<br>(EDUCATIONAL FUNCTIONING LEVEL <= 6 or<br>EDUCATIONAL FUNCTIONING LEVEL is null))) | Applies the same criteria to post-test 2 that were applied to post-test 1.<br><br>Note: We do not test post-test #3 to determine basic skills deficiency because youths do not need to be post-tested after their third year in the program. |

| A. Constructed Variable                      | B. Specification  | C. Explanation of the Specification  |
|--|---|--|
| <p>2. Basic Skills Deficient (continued)</p> | <p>or</p> <p>((DATE ADMINISTERED POST-TEST #4 &lt; START OF CURRENT PARTICIPATION YEAR and EDUCATIONAL FUNCTIONING LEVEL POST-TEST #4 &gt; 0 and EDUCATIONAL FUNCTIONING LEVEL POST- TEST #4 &lt;= 6) or (DATE ADMINISTERED POST-TEST #4 =&gt; START OF CURRENT PARTICIPATION YEAR or (DATE ADMINISTERED POST-TEST #4 is null and EDUCATIONAL FUNCTIONING LEVEL 2 &lt;= 6 and EDUCATIONAL FUNCTIONING LEVEL 2 is not null)))</p> <p>and</p> <p>((DATE ADMINISTERED POST-TEST #5 &lt; START OF CURRENT PARTICIPATION YEAR and EDUCATIONAL FUNCTIONING LEVEL POST-TEST #5 &gt; 0 and EDUCATIONAL FUNCTIONING LEVEL POST- TEST #5 &lt;= 6) or (DATE ADMINISTERED POST-TEST #5 =&gt; START OF CURRENT PARTICIPATION YEAR or (DATE ADMINISTERED POST-TEST #5 is null and EDUCATIONAL FUNCTIONING LEVEL 2 &lt;= 6 and EDUCATIONAL FUNCTIONING LEVEL 2 is not null)))</p> <p>or</p> <p>((DATE ADMINISTERED POST-TEST #7 &lt; START OF CURRENT PARTICIPATION YEAR and EDUCATIONAL FUNCTIONING LEVEL POST-TEST #7 &gt; 0 and EDUCATIONAL FUNCTIONING LEVEL POST- TEST #7 &lt;= 6) or (DATE ADMINISTERED POST-TEST #7 =&gt; START OF CURRENT PARTICIPATION YEAR or (DATE ADMINISTERED POST-TEST #7 is null and EDUCATIONAL FUNCTIONING LEVEL 3 &lt;= 6 and EDUCATIONAL FUNCTIONING LEVEL 3 is not null)))</p> <p>and</p> <p>((DATE ADMINISTERED POST-TEST #8 &lt; START OF CURRENT PARTICIPATION YEAR and EDUCATIONAL FUNCTIONING LEVEL POST-TEST #8 &gt; 0 and EDUCATIONAL FUNCTIONING LEVEL POST- TEST #8 &lt;= 6) or (DATE ADMINISTERED POST-TEST #8 =&gt; START OF CURRENT PARTICIPATION YEAR or (DATE ADMINISTERED POST-TEST #8 is null and EDUCATIONAL FUNCTIONING LEVEL 3 &lt;= 6 and EDUCATIONAL FUNCTIONING LEVEL 3 is not null)))</p> | <p>Applies the same criteria to the 2nd functional area (post-tests 4–5) and 3rd functional area (post-tests 7–8) that are applied to the 1st functional area (post-tests 1–2).</p> <p>Note: We do not test post-tests #6 and #9 to determine basic skills deficiency because youths do not need to be post- tested after their third year in the program.</p> |



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| A. Constructed Variable | B. Specification   | C. Explanation of the Specification  |
|-------------------------|--|--|
| 3. Lit-Num Start Date   | If a state implements the literacy/numeracy measure for PY2005, then the LIT-NUM START DATE = 7/1/2005.<br><br>If a state implements the literacy/numeracy measure for PY2006, then the LIT-NUM START DATE = 7/1/2006. | For states implementing in PY2005, the LitNum Start Date is 7/1/2005.<br><br>For states implementing in PY2006, the LitNum Start Date is 7/1/2006. |

| A. Constructed Variable              | B. Specification  | C. Explanation of the Specification  |
|--------------------------------------|---|--|
| <p>4. Current Participation Year</p> | <p>Year #1:<br/>           Start of Participation Year#1 = Date of First Youth Service<br/>           End of Participation Year#1 = Date of First Youth Service + 1 Year<br/>           Year #2:<br/>           Start of Participation Year#2 = Date of First Youth Service + 1 Year + 1 Day<br/>           End of Participation Year#2 = Date of First Youth Service + 2 Years<br/> <br/>           Year #3:<br/>           Start of Participation Year#3 = Date of First Youth Service + 2 Years + 1 Day<br/>           End of Participation Year#3 = Date of First Youth Service + 3 Years<br/> <br/>           If END OF PARTICIPATION YEAR #1 &gt;= start of the reporting period<br/>           and<br/>           END OF PARTICIPATION YEAR #1 &lt;= end of the reporting period<br/>           Then set START OF CURRENT PARTICIPATION YEAR = START OF PARTICIPATION YEAR #1<br/>           and<br/>           END OF CURRENT PARTICIPATION YEAR = END OF PARTICIPATION YEAR #1<br/> <br/>           If END OF PARTICIPATION YEAR #2 &gt;= start of the reporting period<br/>           and<br/>           END OF PARTICIPATION YEAR #2 &lt;= end of the reporting period<br/>           Then set START OF CURRENT PARTICIPATION YEAR = START OF PARTICIPATION YEAR #2<br/>           and<br/>           END OF CURRENT PARTICIPATION YEAR = END OF PARTICIPATION YEAR #2<br/> <br/>           If END OF PARTICIPATION YEAR #3 &gt;= start of the reporting period<br/>           and<br/>           END OF PARTICIPATION YEAR #3 &lt;= end of the reporting period<br/>           Then set START OF CURRENT PARTICIPATION YEAR = START OF PARTICIPATION YEAR #3<br/>           and<br/>           END OF CURRENT PARTICIPATION YEAR = END OF PARTICIPATION YEAR #3</p> | <p>Literacy/Numeracy results for each participant are calculated based on the Date of First Youth Service and each subsequent anniversary of that date. The Current Participation Year establishes the one-year period for which results are currently being calculated for each participant based on the reporting periods specified in the participant cohort table. The Current Participation Year is the last full year based on the Date of First Youth Service and the anniversary of the Date of First Youth Service during which the youth was a participant.</p> <p>Note: Youth are included in the measure only through the end of their third participation year.</p> |

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| A. Constructed Variable                 | B. Specification   | C. Explanation of the Specification   |
|---|--|---|
| 5. Successful Post-Test Completion Date | Set SUCCESSFUL POST-TEST COMPLETION DATE = DATE ADMINISTERED POST-TEST (YEAR #1)   | Set successful post-test completion date equal to the date administered post-test (Year#1)        |
|   | where EDUCATIONAL FUNCTIONING LEVEL (YEAR #1) minus EDUCATIONAL FUNCTIONING LEVEL > 0  | Where the Educational Functional Level (EFL) for the first post-test is greater than the pre-test |
|   | and<br>EDUCATIONAL FUNCTIONING LEVEL =< 6  | And the youth was basic skills deficient in the first functional area.                            |
|   | and<br>(DATE OF EXIT is null<br>or<br>DATE OF EXIT => DATE ADMINISTERED POST-TEST (YEAR  | And there is no exit date or the exit date is after the first post-test                           |
|   | and<br>DATE ADMINISTERED POST-TEST (YEAR #1) => DATE OF FIRST YOUTH SERVICE<br>and<br>DATE ADMINISTERED POST-TEST (YEAR #1) =< END OF PARTICIPATION YEAR#1 | And the post-test is within the first year that the youth is in the program.                      |
|   | and<br>END OF PARTICIPATION YEAR #1 >= start of the report period<br>And<br>END OF PARTICIPATION YEAR #1 =< end of the report period                       | And the end of the first participation year is within the report period                           |

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| A. Constructed Variable | B. Specification   | C. Explanation of the Specification   |
|-------------------------|--|---|
|                         | <p>or</p> <p>Set SUCCESSFUL POST-TEST COMPLETION DATE =<br/>DATE ADMINISTERED POST-TEST (YEAR #2)<br/>where<br/>           (EDUCATIONAL FUNCTIONING LEVEL (YEAR #2)<br/>minus EDUCATIONAL FUNCTIONING LEVEL<br/>(YEAR #1) &gt; 0 and<br/>           EDUCATIONAL FUNCTIONING LEVEL(YEAR #1) is not null<br/>and<br/>           EDUCATIONAL FUNCTIONING LEVEL(YEAR #1) =&lt; 6)</p> <p>or</p> <p>(EDUCATIONAL FUNCTIONING LEVEL(YEAR #1) is null<br/>and<br/>           EDUCATIONAL FUNCTIONING LEVEL is not null<br/>and<br/>           EDUCATIONAL FUNCTIONING LEVEL (YEAR #2) minus<br/>           EDUCATIONAL FUNCTIONING LEVEL &gt; 0<br/>and<br/>           EDUCATIONAL FUNCTIONING LEVEL =&lt; 6)</p> <p>and</p> <p>(DATE OF EXIT is null<br/>or<br/>           DATE OF EXIT &gt; END OF PARTICIPATION YEAR#2)</p> <p>and</p> <p>(DATE ADMINISTERED POST-TEST (YEAR #2) &gt;=<br/>START OF PARTICIPATION YEAR#2<br/>and<br/>           (DATE ADMINISTERED POST-TEST (YEAR #2) =&lt;<br/>END OF PARTICIPATION YEAR#2<br/>and<br/>           END OF PARTICIPATION YEAR#2 &gt;= start of the report period<br/>and<br/>           END OF PARTICIPATION YEAR#2 =&lt; end of the report period</p> | <p>Or set successful post-test completion date equal to the date administered post-test (Year #2) if:</p> <p>a. the second post-test is greater than the first post- test<br/>           b. or if there is no post-test (year #1), post-test (year #2) is greater than the pre-test<br/>           c. and the youth has not exited or exited after the end of the second participation year<br/>           d. and took the second post-test during the second participation year.</p> |

| A. Constructed Variable | B. Specification   | C. Explanation of the Specification   |
|-------------------------|--|---|
|                         | <p>or</p> <p>Set SUCCESSFUL POST-TEST COMPLETION DATE =<br/>DATE ADMINISTERED POST-TEST (YEAR #3)<br/>where<br/>           ((EDUCATIONAL FUNCTIONING LEVEL (YEAR #3) minus<br/>EDUCATIONAL FUNCTIONING LEVEL(YEAR #2) &gt; 0<br/>and<br/>           EDUCATIONAL FUNCTIONING LEVEL(YEAR #2) is not null<br/>and<br/>           EDUCATIONAL FUNCTIONING LEVEL(YEAR #2) =&lt; 6)<br/>           or<br/>           (EDUCATIONAL FUNCTIONING LEVEL(YEAR #2) is null<br/>and<br/>           EDUCATIONAL FUNCTIONING LEVEL(YEAR #1) is not null<br/>and<br/>           EDUCATIONAL FUNCTIONING LEVEL (YEAR #3)<br/>minus EDUCATIONAL FUNCTIONING LEVEL<br/>(YEAR #1) &gt; 0 and<br/>           EDUCATIONAL FUNCTIONING LEVEL(YEAR #1) =&lt; 6)<br/>           or<br/>           (EDUCATIONAL FUNCTIONING LEVEL(YEAR #2) is null<br/>and<br/>           EDUCATIONAL FUNCTIONING LEVEL(YEAR #1) is null<br/>and<br/>           EDUCATIONAL FUNCTIONING LEVEL is not null<br/>and<br/>           EDUCATIONAL FUNCTIONING LEVEL (YEAR #3) minus<br/>EDUCATIONAL<br/>FUNCTIONING LEVEL<br/>&gt; 0 and<br/>           EDUCATIONAL FUNCTIONING LEVEL =&lt; 6))<br/>           and<br/>           (DATE OF EXIT is null<br/>           or<br/>           DATE OF EXIT =&gt; END OF PARTICIPATION YEARS#3<br/>           and<br/>           (DATE ADMINISTERED POST-TEST (YEAR #3) &gt;=<br/>START OF PARTICIPATION YEAR#3<br/>           and<br/>           DATE ADMINISTERED POST-TEST (YEAR #3) =&lt;<br/>END OF PARTICIPATION YEAR#3<br/>           (continued on next page)</p> | <p>C. Explanation of the Specification</p> <p>Or set successful test completion date equal to the date administered post-test (Year #3) if:</p> <ul style="list-style-type: none"> <li>a. the third post-test is greater than the second post-test</li> <li>b. or if there is no post-test (year #2), post-test (year #3) is greater than the post-test (year #1)</li> <li>c. or if there are no post-tests (years #2 and #1), post-test (year #3) is greater than the pre-test</li> <li>d. and the youth has not exited or exited after the end of the third participation year</li> <li>e. and took the third post-test during the third participation year.</li> </ul> |



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| A. Constructed variable | B. Specification  | C. Explanation of the Specification                        |
|-------------------------|---|--|
|                         | (continued)<br>and<br>END OF PARTICIPATION YEAR#3 >= start of the report period<br>and<br>END OF PARTICIPATION YEAR#3=< end of the report period  |  |
|                         | (If the SUCCESSFUL POST-TEST COMPLETION DATE is still null after reviewing the first functional area, repeat the procedure for functional areas 2 and 3 to determine if there are successes for the report period.) | Repeat the prior steps for the two other functional areas. |

**APPENDIX E**  
**LITERACY/NUMERACY SPECIFICATIONS**  
**EFL Crosswalk**

| New EFL | Old EFL | ABE                               | ESL                         | Basic Skills Deficient     |
|---------|---------|-----------------------------------|-----------------------------|----------------------------|
| 1       | 1       |                                   | Beginning ESL Literacy      | Basic Skills Deficient     |
| 2       |         |                                   | Low Beginning ESL Literacy  |                            |
| 3       |         | Beginning ABE Literacy            | High Beginning ESL Literacy |                            |
| 4       | 2       | Beginning Basic Education         | Low Intermediate ESL        |                            |
| 5       | 3       | Low Intermediate Basic Education  | High Intermediate ESL       |                            |
| 6       | 4       | High Intermediate Basic Education | Advanced ESL                |                            |
| 7       | 5       | Low Adult Secondary Education     | Exit ESL                    | Not Basic Skills Deficient |
| 8       | 6       | High Adult Secondary Education    |                             |                            |

**APPENDIX F**  
**LITERACY/NUMERACY SPECIFICATIONS**  
**Educational Functioning Level (EFL) Descriptors Levels**

| Outcome Measures Definitions   |  |   |   |
|--|--|---|---|
| EDUCATIONAL FUNCTIONING LEVEL DESCRIPTORS—ADULT BASIC EDUCATION LEVELS   |  |   |   |
| Literacy Level   | Basic Reading and Writing  | Numeracy Skills   | Functional and Workplace Skills   |
| <p><b>Beginning ABE Literacy</b></p> <p><i>Test Benchmark:</i><br/>                     TABE (7–8 and 9–10) scale scores (grade level 0–1.9):<br/>                     Reading: 367 and below<br/>                     Total Math: 313 and below<br/>                     Language: 392 and below</p> <p><i>CASAS scale scores:</i><br/>                     Reading: 200 and below<br/>                     Math: 200 and below<br/>                     Writing: 200 and below</p> <p><i>ABLE scale scores (grade level 0–1.9):</i><br/>                     Reading: 523 and below<br/>                     Math: 521 and below</p> | <p>Individual has no or minimal reading and writing skills. May have little or no comprehension of how print corresponds to spoken language and may have difficulty using a writing instrument. At the upper range of this level, individual can recognize, read, and write letters and numbers but has a limited understanding of connected prose and may need frequent re-reading. Can write a limited number of basic sight words and familiar words and phrases; may also be able to write simple sentences or phrases, including very simple messages. Can write basic personal information. Narrative writing is disorganized and unclear, inconsistently uses simple punctuation (e.g., periods, commas, question marks), and contains frequent errors in spelling.</p> | <p>Individual has little or no recognition of numbers or simple counting skills or may have only minimal skills, such as the ability to add or subtract single digit numbers.</p>         | <p>Individual has little or no ability to read basic signs or maps and can provide limited personal information on simple forms. The individual can handle routine entry level jobs that require little or no basic written communication or computational skills and no knowledge of computers or other technology.</p>  |
| <p><b>Beginning Basic Education</b></p> <p><i>Test Benchmark:</i><br/>                     TABE (7–8 and 9–10) scale scores (grade level 2–3.9):<br/>                     Reading: 368–460<br/>                     Total Math: 314–441<br/>                     Language: 393–490</p> <p><i>CASAS scale scores:</i><br/>                     Reading: 201–210<br/>                     Math: 201–210<br/>                     Writing: 201–225</p> <p><i>ABLE scale scores (grade level 2–3.9):</i><br/>                     Reading: 525–612<br/>                     Math: 530–591</p>  | <p>Individual can read simple material on familiar subjects and comprehend simple and compound sentences in single or linked paragraphs containing a familiar vocabulary; can write simple notes and messages on familiar situations but lacks clarity and focus. Sentence structure lacks variety, but individual shows some control of basic grammar (e.g., present and past tense) and consistent use of punctuation (e.g., periods, capitalization).</p>   | <p>Individual can count, add, and subtract three digit numbers, can perform multiplication through 12, can identify simple fractions, and perform other simple arithmetic operations.</p> | <p>Individual is able to read simple directions, signs, and maps, fill out simple forms requiring basic personal information, write phone messages, and make simple changes. There is minimal knowledge of and experience with using computers and related technology. The individual can handle basic entry level jobs that require minimal literacy skills; can recognize very short, explicit, pictorial texts (e.g., understands logos related to worker safety before using a piece of machinery); and can read want ads and complete simple job applications.</p> |

**Notes:** The descriptors are *entry-level* descriptors and are illustrative of what a typical student functioning at that level should be able to do. They are not a full description of skills for the level. ABLE = Adult Basic Learning Examination; CASAS = Comprehensive Adult Student Assessment System; SPL = student performance levels; and TABE = Test of Adult Basic Education.

| Outcome Measures Definitions   |  |  |  |
|--|--|--|--|
| EDUCATIONAL FUNCTIONING LEVEL DESCRIPTORS—ADULT BASIC EDUCATION LEVELS   |  |  |  |
| Literacy Level   | Basic Reading and Writing  | Numeracy Skills  | Functional and Workplace Skills  |
| <p><b>Low Intermediate Basic Education</b></p> <p><i>Test Benchmark:</i><br/> <i>TABE (7–8 and 9–10) scale scores (grade level 4–5.9):</i><br/>                     Reading: 461–517<br/>                     Total Math: 442–505<br/>                     Language: 491–523</p> <p><i>CASAS scale scores:</i><br/>                     Reading: 211–220<br/>                     Math: 211–220<br/>                     Writing: 226–242</p> <p><i>ABLE scale scores (grade level 4–5.9):</i><br/>                     Reading: 613–644<br/>                     Math: 593–641</p>  | <p>Individual can read text on familiar subjects that have a simple and clear underlying structure (e.g., clear main idea, chronological order); can use context to determine meaning; can interpret actions required in specific written directions; can write simple paragraphs with a main idea and supporting details on familiar topics (e.g., daily activities, personal issues) by recombining learned vocabulary and structures; and can self and peer edit for spelling and punctuation errors.</p> | <p>Individual can perform with high accuracy all four basic math operations using whole numbers up to three digits and can identify and use all basic mathematical symbols.</p>  | <p>Individual is able to handle basic reading, writing, and computational tasks related to life roles, such as completing medical forms, order forms, or job applications; and can read simple charts, graphs, labels, and payroll stubs and simple authentic material if familiar with the topic. The individual can use simple computer programs and perform a sequence of routine tasks given direction using technology (e.g., fax machine, computer operation). The individual can qualify for entry level jobs that require following basic written instructions and diagrams with assistance, such as oral clarification; can write a short report or message to fellow workers; and can read simple dials and scales and take routine measurements.</p>                  |
| <p><b>High Intermediate Basic Education</b></p> <p><i>Test Benchmark:</i><br/> <i>TABE (7–8 and 9–10) scale scores (grade level 6–8.9):</i><br/>                     Reading: 518–566<br/>                     Total Math: 506–565<br/>                     Language: 524–559</p> <p><i>CASAS scale scores:</i><br/>                     Reading: 221–235<br/>                     Math: 221–235<br/>                     Writing: 243–260</p> <p><i>ABLE scale score (grade level 6–8.9):</i><br/>                     Reading: 646–680<br/>                     Math: 643–693</p> <p><i>WorkKeys scale scores:</i><br/>                     Reading for Information: 75–78<br/>                     Writing: 75–77<br/>                     Applied Mathematics: 75–77</p> | <p>Individual is able to read simple descriptions and narratives on familiar subjects or from which new vocabulary can be determined by context and can make some minimal inferences about familiar texts and compare and contrast information from such texts but not consistently. The individual can write simple narrative descriptions and short essays on familiar topics and has consistent use of basic punctuation but makes grammatical errors with complex structures.</p>                        | <p>Individual can perform all four basic math operations with whole numbers and fractions; can determine correct math operations for solving narrative math problems and can convert fractions to decimals and decimals to fractions; and can perform basic operations on fractions.</p> | <p>Individual is able to handle basic life skills tasks such as graphs, charts, and labels and can follow multistep diagrams; can read authentic materials on familiar topics, such as simple employee handbooks and payroll stubs; can complete forms such as a job application and reconcile a bank statement. Can handle jobs that involve following simple written instructions and diagrams; can read procedural texts, where the information is supported by diagrams, to remedy a problem, such as locating a problem with a machine or carrying out repairs using a repair manual. The individual can learn or work with most basic computer software, such as using a word processor to produce own texts, and can follow simple instructions for using technology.</p> |

| Outcome Measures Definitions  |  |  |  |
|---|--|--|--|
| EDUCATIONAL FUNCTIONING LEVEL DESCRIPTORS—ADULT SECONDARY EDUCATION LEVELS  |  |  |  |
| Literacy Level  | Basic Reading and Writing  | Numeracy Skills  | Functional and Workplace Skills  |
| <p><b>Low Adult Secondary Education</b></p> <p><i>Test Benchmark:</i><br/> <i>TABE (7–8 and 9–10): scale scores (grade level 9–10.9):</i><br/>                     Reading: 567–595<br/>                     Total Math: 566–594<br/>                     Language: 560–585</p> <p><i>CASAS scale scores:</i><br/>                     Reading: 236–245<br/>                     Math: 236–245<br/>                     Writing: 261–270</p> <p><i>ABLE scale scores (grade level 9–10.9):</i><br/>                     Reading: 682–697<br/>                     Math: 694–716</p> <p><i>WorkKeys scale scores:</i><br/>                     Reading for Information: 79–81<br/>                     Writing: 78–85<br/>                     Applied Mathematics: 78–81</p>  | <p>Individual can comprehend expository writing and identify spelling, punctuation, and grammatical errors; can comprehend a variety of materials such as periodicals and nontechnical journals on common topics; can comprehend library reference materials and compose multiparagraph essays; can listen to oral instructions and write an accurate synthesis of them; and can identify the main idea in reading selections and use a variety of context issues to determine meaning. Writing is organized and cohesive with few mechanical errors; can write using a complex sentence structure; and can write personal notes and letters that accurately reflect thoughts.</p> | <p>Individual can perform all basic math functions with whole numbers, decimals, and fractions; can interpret and solve simple algebraic equations, tables, and graphs and can develop own tables and graphs; and can use math in business transactions.</p> | <p>Individual is able or can learn to follow simple multistep directions and read common legal forms and manuals; can integrate information from texts, charts, and graphs; can create and use tables and graphs; can complete forms and applications and complete resumes; can perform jobs that require interpreting information from various sources and writing or explaining tasks to other workers; is proficient using computers and can use most common computer applications; can understand the impact of using different technologies; and can interpret the appropriate use of new software and technology.</p>  |
| <p><b>High Adult Secondary Education</b></p> <p><i>Test Benchmark:</i><br/> <i>TABE (7–8 and 9–10): scale scores (grade level 11–12):</i><br/>                     Reading: 596 and above<br/>                     Total Math: 595 and above<br/>                     Language: 586 and above</p> <p><i>CASAS scale scores:</i><br/>                     Reading: 246 and above<br/>                     Math: 246 and above<br/>                     Writing: 271 and above</p> <p><i>ABLE scale scores (grade level 11–12):</i><br/>                     Reading: 699 and above<br/>                     Math: 717 and above</p> <p><i>WorkKeys scale scores:</i><br/>                     Reading for Information: 82–90<br/>                     Writing: 86–90<br/>                     Applied Mathematics: 82–90</p> | <p>Individual can comprehend, explain, and analyze information from a variety of literacy works, including primary source materials and professional journals, and can use context cues and higher order processes to interpret meaning of written material. Writing is cohesive with clearly expressed ideas supported by relevant detail, and individual can use varied and complex sentence structures with few mechanical errors.</p>  | <p>Individual can make mathematical estimates of time and space and can apply principles of geometry to measure angles, lines, and surfaces and can also apply trigonometric functions.</p>  | <p>Individual is able to read technical information and complex manuals; can comprehend some college level books and apprenticeship manuals; can function in most job situations involving higher order thinking; can read text and explain a procedure about a complex and unfamiliar work procedure, such as operating a complex piece of machinery; can evaluate new work situations and processes; and can work productively and collaboratively in groups and serve as facilitator and reporter of group work. The individual is able to use common software and learn new software applications; can define the purpose of new technology and software and select appropriate technology; can adapt use of software or technology to new situations; and can instruct others, in written or oral form, on software and technology use.</p> |

| Outcome Measures Definitions  |   |   |  |
|---|---|---|--|
| EDUCATIONAL FUNCTIONING LEVEL DESCRIPTORS—ENGLISH AS A SECOND LANGUAGE LEVELS   |   |   |  |
| Literacy Level  | Listening and Speaking  | Basic Reading and Writing   | Functional and Workplace Skills  |
| <p><b>Beginning ESL Literacy</b></p> <p><i>Test Benchmark:</i><br/>CASAS scale scores:<br/>Reading: 180 and below<br/>Listening: 180 and below</p> <p>Oral BEST: 0–15 (SPL 0–1)<br/>BEST Plus: 400 and below (SPL 0–1)<br/>BEST Literacy: 0–7 (SPL 0–1)</p> | <p>Individual cannot speak or understand English, or understands only isolated words or phrases.</p>  | <p>Individual has no or minimal reading or writing skills in any language. May have little or no comprehension of how print corresponds to spoken language and may have difficulty using a writing instrument.</p>  | <p>Individual functions minimally or not at all in English and can communicate only through gestures or a few isolated words, such as name and other personal information; may recognize only common signs or symbols (e.g., stop sign, product logos); can handle only very routine entry-level jobs that do not require oral or written communication in English. There is no knowledge or use of computers or technology.</p>   |
| <p><b>Low Beginning ESL</b></p> <p><i>Test benchmark:</i><br/>CASAS scale scores<br/>Reading: 181–190<br/>Listening: 181–190<br/>Writing: 136–145</p> <p>Oral BEST 16–28 (SPL 2)<br/>BEST Plus: 401–417 (SPL 2)<br/>BEST Literacy: 8–35 (SPL 2)</p>         | <p>Individual can understand basic greetings, simple phrases and commands. Can understand simple questions related to personal information, spoken slowly and with repetition. Understands a limited number of words related to immediate needs and can respond with simple learned phrases to some common questions related to routine survival situations. Speaks slowly and with difficulty. Demonstrates little or no control over grammar.</p> | <p>Individual can read numbers and letters and some common sight words. May be able to sound out simple words. Can read and write some familiar words and phrases, but has a limited understanding of connected prose in English. Can write basic personal information (e.g., name, address, telephone number) and can complete simple forms that elicit this information.</p>  | <p>Individual functions with difficulty in social situations and in situations related to immediate needs. Can provide limited personal information on simple forms, and can read very simple common forms of print found in the home and environment, such as product names. Can handle routine entry level jobs that require very simple written or oral English communication and in which job tasks can be demonstrated. May have limited knowledge and experience with computers.</p> |
| <p><b>High Beginning ESL</b></p> <p><i>Test benchmark:</i><br/>CASAS scale scores<br/>Reading: 191–200<br/>Listening: 191–200<br/>Writing: 146–200</p> <p>Oral BEST 29–41 (SPL 3)<br/>BEST Plus: 418–438 (SPL 3)<br/>BEST Literacy: 36–46 (SPL 3)</p>       | <p>Individual can understand common words, simple phrases, and sentences containing familiar vocabulary, spoken slowly with some repetition. Individual can respond to simple questions about personal everyday activities, and can express immediate needs, using simple learned phrases or short sentences. Shows limited control of grammar.</p>   | <p>Individual can read most sight words, and many other common words. Can read familiar phrases and simple sentences but has a limited understanding of connected prose and may need frequent re-reading.</p> <p>Individual can write some simple sentences with limited vocabulary. Meaning may be unclear. Writing shows very little control of basic grammar, capitalization and punctuation and has many spelling errors.</p> | <p>Individual can function in some situations related to immediate needs and in familiar social situations. Can provide basic personal information on simple forms and recognizes simple common forms of print found in the home, workplace and community. Can handle routine entry level jobs requiring basic written or oral English communication and in which job tasks can be demonstrated. May have limited knowledge or experience using computers.</p>                             |

| Outcome Measures Definitions  |   |  |  |
|---|---|--|--|
| EDUCATIONAL FUNCTIONING LEVEL DESCRIPTORS—ENGLISH AS A SECOND LANGUAGE LEVELS   |   |  |  |
| Literacy Level  | Listening and Speaking  | Basic Reading and Writing  | Functional and Workplace Skills  |
| <p><b>Low Intermediate ESL</b></p> <p><i>Test Benchmark:</i><br/> CASAS scale scores:<br/> Reading: 201–210<br/> Listening: 201–210<br/> Writing: 201–225</p> <p>Oral BEST: 42–50 (SPL 4)<br/> BEST Plus: 439–472 (SPL 4)<br/> BEST Literacy: 47–53 (SPL 4)</p> | <p>Individual can understand simple learned phrases and limited new phrases containing familiar vocabulary spoken slowly with frequent repetition; can ask and respond to questions using such phrases; can express basic survival needs and participate in some routine social conversations, although with some difficulty; and has some control of basic grammar.</p>                                  | <p>Individual can read simple material on familiar subjects and comprehend simple and compound sentences in single or linked paragraphs containing a familiar vocabulary; can write simple notes and messages on familiar situations but lacks clarity and focus. Sentence structure lacks variety but shows some control of basic grammar (e.g., present and past tense) and consistent use of punctuation (e.g., periods, capitalization).</p>   | <p>Individual can interpret simple directions and schedules, signs, and maps; can fill out simple forms but needs support on some documents that are not simplified; and can handle routine entry level jobs that involve some written or oral English communication but in which job tasks can be demonstrated. Individual can use simple computer programs and can perform a sequence of routine tasks given directions using technology (e.g., fax machine, computer).</p>  |
| <p><b>High Intermediate ESL</b></p> <p><i>Test Benchmark:</i><br/> CASAS scale scores:<br/> Reading: 211–220<br/> Listening: 211–220<br/> Writing: 226–242</p> <p>Oral BEST: 51–57 (SPL 5) BEST Plus: 473–506 (SPL 5) BEST<br/> Literacy: 54–65 (SPL 5-6)</p>   | <p>Individual can understand learned phrases and short new phrases containing familiar vocabulary spoken slowly and with some repetition; can communicate basic survival needs with some help; can participate in conversation in limited social situations and use new phrases with hesitation; and relies on description and concrete terms. There is inconsistent control of more complex grammar.</p> | <p>Individual can read text on familiar subjects that have a simple and clear underlying structure (e.g., clear main idea, chronological order); can use context to determine meaning; can interpret actions required in specific written directions; can write simple paragraphs with main idea and supporting details on familiar topics (e.g., daily activities, personal issues) by recombining learned vocabulary and structures; and can self and peer edit for spelling and punctuation errors.</p> | <p>Individual can meet basic survival and social needs, can follow some simple oral and written instruction, and has some ability to communicate on the telephone on familiar subjects; can write messages and notes related to basic needs; can complete basic medical forms and job applications; and can handle jobs that involve basic oral instructions and written communication in tasks that can be clarified orally. Individual can work with or learn basic computer software, such as word processing, and can follow simple instructions for using technology.</p> |

| Outcome Measures Definitions   |  |   |   |
|--|--|---|---|
| EDUCATIONAL FUNCTIONING LEVEL DESCRIPTORS—ENGLISH AS A SECOND LANGUAGE LEVELS  |  |   |   |
| Literacy Level   | Listening and Speaking   | Basic Reading and Writing   | Functional and Workplace Skills   |
| <p><b>Advanced ESL</b><br/> <b>Test Benchmark:</b><br/> <b>CASAS scale scores:</b><br/>                     Reading: 221–235<br/>                     Listening: 221–235<br/>                     Writing: 243–260</p> <p>Oral BEST 58–64 (SPL 6)<br/>                     BEST Plus: 507–540 (SPL 6)<br/>                     BEST Literacy: 66 and above (SPL 7)</p> <p>Exit Criteria:<br/>                     CASAS Reading and Listening: 236 and above</p> <p>CASAS Writing: 261 and above<br/>                     Oral BEST 65 and above (SPL 7)<br/>                     BEST Plus: 541 and above (SPL 7)</p> | <p>Individual can understand and communicate in a variety of contexts related to daily life and work. Can understand and participate in conversation on a variety of everyday subjects, including some unfamiliar vocabulary, but may need repetition or rewording. Can clarify own or others' meaning by rewording. Can understand the main points of simple discussions and informational communication in familiar contexts. Shows some ability to go beyond learned patterns and construct new sentences. Shows control of basic grammar but has difficulty using more complex structures. Has some basic fluency of speech.</p> | <p>Individual can read moderately complex text related to life roles and descriptions and narratives from authentic materials on familiar subjects. Uses context and word analysis skills to understand vocabulary, and uses multiple strategies to understand unfamiliar texts. Can make inferences, predictions, and compare and contrast information in familiar texts. Individual can write multi-paragraph text (e.g., organizes and develops ideas with clear introduction, body, and conclusion), using some complex grammar and a variety of sentence structures. Makes some grammar and spelling errors. Uses a range of vocabulary.</p> | <p>Individual can function independently to meet most survival needs and to use English in routine social and work situations. Can communicate on the telephone on familiar subjects. Understands radio and television on familiar topics. Can interpret routine charts, tables and graphs and can complete forms and handle work demands that require non-technical oral and written instructions and routine interaction with the public. Individual can use common software, learn new basic applications, and select the correct basic technology in familiar situations.</p> |

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Version 12

# **Workforce Investment Act Annual Report: General Reporting Instructions and ETA Form 9091**

## **Revised 2012**

**Prepared By  
Office of Performance and Technology  
Employment and Training Administration**

This reporting requirement is approved under the Paperwork Reduction Act of 1995, OMB Control No. 1205-0420, expiring 5/31/2015. Persons are not required to respond to this collection of information unless it displays a currently valid OMB number. Public reporting burden for this collection of information is estimated to average 400 hours per annual report per state, including time for reviewing instructions, searching existing data sources, gathering and reviewing the collection of information. Respondent's obligation to reply is required to obtain or retain benefits (P.L. 105-220, Sec. 136 and Sec. 185). The reason for the collection of information is general program oversight, evaluation and performance assessment. Send comments regarding this burden estimate or any other aspect of this collection, including suggestions for reducing this burden, to the U. S. Department of Labor, Employment and Training Administration, Office of Policy Development and Research, 200 Constitution Avenue, NW, Room S-5641, Washington, D.C. 20210 (Paperwork Reduction Project 1205-0420).



## I. GENERAL INSTRUCTIONS

Each state that receives an allotment under WIA Section 127 (youth activities) or Section 132 (adult and dislocated worker activities) of the WIA of 1998 must prepare and submit an Annual Report to the Secretary in accordance with WIA sections 136(d)(1) and 185(d).

The Department of Labor, in consultation with states and other partners, has developed a strategy for the Annual Report that is designed to meet these requirements and also provides states the flexibility to showcase their unique programs, strategies and accomplishments. The Annual Report will emulate the Private Sector's Report to Stockholders. Just as a Report to Stockholders presents a company portrait painted in a particular style of the corporate culture, states are encouraged to design their Annual Reports to stakeholders in a manner that makes use of graphics and other communication devices so that the report highlights the programs in the most advantageous manner to all stakeholders, including Congress, Governors, state legislators, workforce investment boards and the public. For example, states may want to include success stories that focus attention on successful programming for participants, employers and communities. States may also consider including messages from the Governor, information about State Workforce Investment Board members, market analysis, strategies for improvement, and analysis of programs' effects on major industries in the reports.

There is great flexibility in the contents of the annual report narrative, but there are three sets of information that are required elements for each states' annual report, as described in WIA section 136:

- 1) Performance data on the core and customer satisfaction measures, including progress of local areas in the state in achieving local performance measures;
- 2) Information on the status of state evaluation activities; and
- 3) Information on the cost of workforce investment activities relative to the effect of the activities on the performance of participants.

More information on these requirements is provided in Section III below. States should be aware that the Secretary utilizes the Annual Reports to fulfill the requirement to disseminate state-by-state comparisons of the information (WIA section 136(d)(3)(B)). Additionally, this information is used to determine states' eligibility for incentive grants (WIA section 503) or whether the Secretary will impose a sanction based on performance failure (WIA section 136(g)).

Performance data reported in the WIA Annual Report must be comprised of information provided by each state from their individual Workforce Investment Act Standardized Record Data (WIASRD) files through matching client information with the employment outcome information obtained from Unemployment Insurance (UI) and other administrative wage records or from other supplemental data sources. Therefore, ETA requires that performance information received from states on the WIA Annual Report be based upon the submission of WIASRD files (sec. 136(f) and 185).

The WIA Annual Report must be complete and accurate (WIA section 185 (29 USC 2935)).

## II. COVERED PROGRAMS

The WIA Annual Report will cover participants who receive services financially assisted by formula or statewide reserve funds under the following ETA programs:

- WIA Adult Program
- WIA Dislocated Worker Program (including dislocated workers participating in programs funded under WIA section 134(a)(2)(A)(ii) – rapid response additional assistance)
- WIA Youth Program

Performance information about participants who only receive services financially assisted by National Emergency Grants (NEGs) will not be included, since this information will be obtained through the WIA Quarterly Report (ETA 9090). However, performance information about participants who received services financially assisted by WIA Title IB and NEGs are included in the Annual Report. In addition, WIA statewide activities that are included in the Annual Report are those statewide activities that involve the enrollment of individuals eligible to receive WIA Title I-B services (e.g., adult, dislocated worker, or youth). Conversely, if state or local activities do not involve the enrollment of individuals to receive services, performance information is not included in the WIA Annual Report. Examples of such exceptions include activities where (a) the state is conducting a statewide activity that does not involve direct services (e.g., research or evaluation), or (b) the statewide activity is structured to provide services that are highly specialized, such as in a pilot or demonstration activity (e.g., incumbent worker training, project for chemically dependent TANF recipients).

## III. ANNUAL REPORT SPECIFICATIONS

The Annual Report reflects performance outcome information that becomes available by the time the Annual Report for the program year is due to ETA. **Appendix A** explains the applicable time periods that states should use when preparing performance information for the WIA Annual Report. The reporting format for the WIA Annual Report can be found under **Appendix B**. Performance information received from the states on **Tables B through M and Tables P and Q** (excluding all program participant counts and exiter counts of self-service participants) of the WIA Annual Report must be based on the annual submission of individual WIASRD files.

At a minimum, the Annual Report must be submitted in accordance with the following guidelines:

- Indicate the name of your state and the date on which the Annual Report was submitted electronically to ETA.
- On the electronic version of the report, include the name and title of the authorized official of the governor responsible for certifying that the data submitted is complete and accurate.

## I. NARRATIVE SECTION

- A. This portion of the narrative is a discussion of the cost of workforce investment activities relative to the effect of the activities on the performance of the participants as required in WIA section 136(d)(2)(C). In addressing this item, states may want to include information from their strategic plans that highlight innovative service delivery strategies, including program activities that support high growth/high demand industries, the outcomes expected from these activities as well as the actual outcomes for their major customer segments. States may indicate actual federal outlays for these selected activities, if the information is available.

States must explain how the allocation of resources for adults, dislocated workers, and youth activities affected the outcomes. For adults and dislocated workers the activities that states may wish to address is core, intensive and training services. For youth, states should include information about front-end costs (e.g., intake, assessment and case management) and aggregated direct service costs for the ten youth program elements described in WIA section 129(c)(2).

- B. This portion of the narrative is a description of state evaluations of workforce investment activities (if any) is required by WIA section 136(d)(1), including:
- The questions the evaluation will/did address;
  - A description of the evaluation's methodology; and
  - Information about the timing of feedback and deliverables.

The required state evaluations of workforce investment activities are described in WIA section 136(e) and include evaluation studies of workforce investment activities conducted under WIA title I-B to establish, implement, and use methods for continuous improvement in the efficiency and effectiveness of the statewide workforce investment system in improving employability for job seekers and competitiveness for employers.

## II. TABLE SECTION

The reporting format and specifications for preparing performance calculations for tables A through O of the WIA Annual Report can be found under **Appendix B** and **Appendix C**. States do not need to separately report the performance information submitted online within the body of the Annual Report narratives.

#### IV. DUE DATE

The report is due no later than **October 1<sup>st</sup>** following the end of each Program Year (July – June). The following table shows the expected due dates for the WIA Annual Report for the next three Program Years.

| <b>Program Year</b> | <b>Due Dates</b>               |
|---------------------|--------------------------------|
| PY 2012             | October 1 <sup>st</sup> , 2013 |
| PY 2013             | October 1 <sup>st</sup> , 2014 |
| PY 2014             | October 1 <sup>st</sup> , 2015 |

Should the due date of the report fall on a Saturday or Sunday, the annual report is due the Friday before.

#### V. SUBMISSION PROCEDURES

Information contained on the WIA Annual Report must be submitted directly to ETA's Enterprise Business Support System (EBSS) (formerly called the Enterprise Information Management System (EIMS)) via technical instructions available through the appropriate Regional Office or the ETA performance website ([www.doleta.gov/performance](http://www.doleta.gov/performance)). ETA intends to provide Congress with a copy of the Annual Report submitted by each state and publish each state's report on its Web site ([www.doleta.gov/performance](http://www.doleta.gov/performance)). Therefore, states should also provide ETA with a computerized copy of the report in a format usable for inclusion on ETA's Web site. Acceptable formats include WordPerfect, Microsoft Word, Acrobat, and other commonly used formats.

States must complete the Report Validation report prior to submitting the WIA Annual Report (WIA Section 185, 29 USC 2935). Further information may be found on ETA's Performance and Results website, under Data Validation.

## APPENDIX A

### Time Periods for Reporting Performance Information WIA Annual Report

| Report Year  | Time Periods to Be Reported |                    |                    |
|--|-----------------------------|--------------------|--------------------|
|  | PY 2012                     | PY 2013            | PY 2014            |
| Report Due Date  | October 1, 2013             | October 1, 2014    | October 1, 2015    |
| Total Participants   | 7/1/12 to 6/30/13           | 7/1/13 to 6/30/14  | 7/1/14 to 6/30/15  |
| Total Exiters  | 4/1/12 to 3/31/13           | 4/1/13 to 3/31/14  | 4/1/14 to 3/31/15  |
| Employer Customer Satisfaction*  | 1/1/12 to 12/31/12          | 1/1/13 to 12/31/13 | 1/1/14 to 12/31/14 |
| Participant Customer Satisfaction*   | 1/1/12 to 12/31/12          | 1/1/13 to 12/31/13 | 1/1/14 to 12/31/14 |
| <b>Adult and Dislocated Worker Performance Measures</b>                          |                             |                    |                    |
| Entered Employment Rate  | 10/1/11 to 9/30/12          | 10/1/12 to 9/30/13 | 10/1/13 to 9/30/14 |
| Employment Retention Rate  | 4/1/11 to 3/31/12           | 4/1/12 to 3/31/13  | 4/1/13 to 3/31/14  |
| Six-Months Average Earnings  | 4/1/11 to 3/31/12           | 4/1/12 to 3/31/13  | 4/1/13 to 3/31/14  |
| Employment and Credential Rate*  | 10/1/11 to 9/30/12          | 10/1/12 to 9/30/13 | 10/1/13 to 9/30/14 |
| <b>Youth (14-21) Performance Measures</b>  |                             |                    |                    |
| Placement in Employment or Education   | 10/1/11 to 9/30/12          | 10/1/12 to 9/30/13 | 10/1/13 to 9/30/14 |
| Attainment of Degree or Certificate  | 10/1/11 to 9/30/12          | 10/1/12 to 9/30/13 | 10/1/13 to 9/30/14 |
| Literacy and Numeracy Gains  | 7/1/12 to 6/30/13           | 7/1/13 to 6/30/14  | 7/1/14 to 6/30/15  |
| <b>Older Youth (19-21) Performance Measures</b>                                  |                             |                    |                    |
| Entered Employment Rate*   | 10/1/11 to 9/30/12          | 10/1/12 to 9/30/13 | 10/1/13 to 9/30/14 |
| Employment Retention Rate*   | 4/1/11 to 3/31/12           | 4/1/12 to 3/31/13  | 4/1/13 to 3/31/14  |
| Six Months Earnings Increase* <sup>1</sup>                                       | 4/1/11 to 3/31/12           | 4/1/12 to 3/31/13  | 4/1/13 to 3/31/14  |
| Credential Rate*   | 10/1/11 to 9/30/12          | 10/1/12 to 9/30/13 | 10/1/13 to 9/30/14 |
| <b>Younger Youth (14-18) Performance Measures</b>                                |                             |                    |                    |
| Skill Attainment Rate*   | 4/1/12 to 3/31/13           | 4/1/13 to 3/31/14  | 4/1/14 to 3/31/15  |
| Youth Diploma or Equivalent Rate*  | 4/1/12 to 3/31/13           | 4/1/13 to 3/31/14  | 4/1/14 to 3/31/15  |
| Retention Rate*  | 4/1/11 to 3/31/12           | 4/1/12 to 3/31/13  | 4/1/13 to 3/31/14  |
| <b>Additional Performance Measures (Adults, Dislocated Workers, Older Youth)</b> |                             |                    |                    |
| 12-Month Employment Retention Rate   | 1/1/11 to 12/31/11          | 1/1/12 to 12/31/12 | 1/1/13 to 12/31/13 |
| 12-Months Earnings Increase or Earnings Replacement                              | 1/1/11 to 12/31/11          | 1/1/12 to 12/31/12 | 1/1/13 to 12/31/13 |
| Non-Traditional Employment   | 10/1/11 to 9/30/12          | 10/1/12 to 9/30/13 | 10/1/13 to 9/30/14 |
| Wages at Entry to Employment   | 10/1/11 to 9/30/12          | 10/1/12 to 9/30/13 | 10/1/13 to 9/30/14 |
| Training-Related Employment  | 10/1/11 to 9/30/12          | 10/1/12 to 9/30/13 | 10/1/13 to 9/30/14 |

\* Indicates measures that states that have been approved to report only the common measures do not have to report.

<sup>1</sup> This measure for Older Youth is the same as "Older Youth Earnings Change in Six Months" and "Average Earnings" for Older Youth.  
Note: For Literacy and Numeracy Gains, the cohorts refer to the youth's anniversary date in the youth program.

**APPENDIX B**  
**WIA Annual Report Format (ETA Form 9091)**

OMB No. 1205-0420  
 Expires: 12/31/2012

State **Name**-----

Date **Submitted**-----

WIA Title IB  
 Annual Report Form (ETA  
 9091)

**I. Narrative Section**

- A. A discussion of the cost of workforce investment activities relative to the effect of the activities on the performance of participants.
- B. A description of State evaluations of workforce investment activities, including:
  - 1. The questions the evaluation will/did address;
  - 2. A description of the evaluation's methodology; and
  - 3. Information about the timing of feedback and deliverables.

**II. Table Section**

**Table A - Workforce Investment Act Customer Satisfaction Results**

| Customer Satisfaction | Negotiated Performance Level | Actual Performance Level | Number of Surveys Completed | Number of Customers Eligible for the Survey | Number of Customers Included in the Sample | Response Rate |
|-----------------------|------------------------------|--------------------------|-----------------------------|---|--|---------------|
| Participants          |                              |                          |                             |   |  |               |
| Employers             |                              |                          |                             |   |  |               |

**Table B - Adult Program Results**

| Reported Information           | Negotiated Performance Level | Actual Performance Level |
|--------------------------------|------------------------------|--------------------------|
| Entered Employment Rate        |                              | Numerator                |
|                                |                              | Denominator              |
| Employment Retention Rate      |                              | Numerator                |
|                                |                              | Denominator              |
| Six-Month Average Earnings     |                              | Numerator                |
|                                |                              | Denominator              |
| Employment and Credential Rate |                              | Numerator                |
|                                |                              | Denominator              |

Table C - Outcomes for Adult Special Populations

| Reported Information           | Public Assistance Recipients Receiving Intensive or Training Services |     | Veterans |     | Individuals With Disabilities |     | Older Individuals |     |
|--------------------------------|---|-----|----------|-----|-------------------------------|-----|-------------------|-----|
|                                | Num   | Den | Num      | Den | Num                           | Den | Num               | Den |
| Entered Employment Rate        |   |     |          |     |                               |     |                   |     |
| Employment Retention Rate      |   |     |          |     |                               |     |                   |     |
| Six-Month Average Earnings     |   |     |          |     |                               |     |                   |     |
| Employment and Credential Rate |   |     |          |     |                               |     |                   |     |

Table D - Other Outcome Information by Service Level for the Adult Program

| Reported Information        | Individuals Who Only Received Core Services |     | Individuals Who Only Received Core and Intensive Services |     | Individuals Who Received Training Services |     |
|-----------------------------|---|-----|---|-----|--|-----|
|                             | Num   | Den | Num   | Den | Num  | Den |
| Entered Employment Rate     |   |     |   |     |  |     |
| Employment Retention Rate   |   |     |   |     |  |     |
| Six-Months Average Earnings |   |     |   |     |  |     |

Table E - Dislocated Worker Program Results

| Reported Information           | Negotiated Performance Level | Actual Performance Level |
|--------------------------------|------------------------------|--------------------------|
| Entered Employment Rate        |                              | Numerator                |
|                                |                              | Denominator              |
| Employment Retention Rate      |                              | Numerator                |
|                                |                              | Denominator              |
| Six-Month Average Earnings     |                              | Numerator                |
|                                |                              | Denominator              |
| Employment and Credential Rate |                              | Numerator                |
|                                |                              | Denominator              |

Table F - Outcomes for Dislocated Worker Special Populations

| Reported Information           | Veterans |     | Individuals With Disabilities |     | Older Individuals |     | Displaced Homemakers |     |
|--------------------------------|----------|-----|-------------------------------|-----|-------------------|-----|----------------------|-----|
|                                | Num      | Den | Num                           | Den | Num               | Den | Num                  | Den |
| Entered Employment Rate        |          |     |                               |     |                   |     |                      |     |
| Employment Retention Rate      |          |     |                               |     |                   |     |                      |     |
| Six-Month Average Earnings     |          |     |                               |     |                   |     |                      |     |
| Employment and Credential Rate |          |     |                               |     |                   |     |                      |     |

Table G - Outcome Information by Service Level for the Dislocated Worker Program

| Reported Information        | Individuals Who Only Received Core Services |     | Individuals Who Only Received Core and Intensive Services |     | Individuals Who Received Training Services |     |
|-----------------------------|---|-----|---|-----|--|-----|
|                             | Num   | Den | Num   | Den | Num  | Den |
| Entered Employment Rate     |   |     |   |     |  |     |
| Employment Retention Rate   |   |     |   |     |  |     |
| Six-Months Average Earnings |   |     |   |     |  |     |

Table H.1 - Youth (14 -21) Program Results

| Reported Information                 | Negotiated Performance Level | Actual Performance Level | Numerator   |
|--------------------------------------|------------------------------|--------------------------|-------------|
|                                      |                              |                          | Denominator |
| Placement in Employment or Education |                              |                          |             |
| Attainment of Degree or Certificate  |                              |                          |             |
| Literacy and Numeracy Gains          |                              |                          |             |

**Table H.1.A - Outcomes for Youth Special Populations\***

| Reported Information                      | Public Assistance Recipients |     | Veterans |     | Individuals With Disabilities |     | Out-of-School Youth |     |
|---|------------------------------|-----|----------|-----|-------------------------------|-----|---------------------|-----|
|   |                              | Num |          | Num |                               | Num |                     | Num |
| Placement in Employment or Education Rate |                              | Den |          | Den |                               | Den |                     | Den |
|   |                              | Num |          | Num |                               | Num |                     | Num |
| Attainment of Degree or Certificate Rate  |                              | Den |          | Den |                               | Den |                     | Den |
|   |                              | Num |          | Num |                               | Num |                     | Num |
| Literacy and Numeracy Gains               |                              | Den |          | Den |                               | Den |                     | Den |
|   |                              | Num |          | Num |                               | Num |                     | Num |

**Table H.2 - Older Youth (19 - 21) Results**

| Reported Information         | Negotiated Performance Level | Actual Performance Level |             |
|------------------------------|------------------------------|--------------------------|-------------|
|                              |                              | Numerator                | Denominator |
| Entered Employment Rate      |                              |                          |             |
| Employment Retention Rate    |                              |                          |             |
| Six Months Earnings Increase |                              |                          |             |
| Credential Rate              |                              |                          |             |

**EMPLOYMENT AND TRAINING ADMINISTRATION**

Table I - Outcomes for Older Youth Special Populations

| Reported Information         | Public Assistance Recipients |     | Veterans |     | Individuals With Disabilities |     | Out-of-School Youth |     |
|------------------------------|------------------------------|-----|----------|-----|-------------------------------|-----|---------------------|-----|
|                              | Num                          | Den | Num      | Den | Num                           | Den | Num                 | Den |
| Entered Employment Rate      |                              |     |          |     |                               |     |                     |     |
| Employment Retention Rate    |                              |     |          |     |                               |     |                     |     |
| Six Months Earnings Increase |                              |     |          |     |                               |     |                     |     |
| Credential Rate              |                              |     |          |     |                               |     |                     |     |

Table J - Younger Youth (14 -18) Results

| Reported Information             | Negotiated Performance Level | Actual Performance Level |
|----------------------------------|------------------------------|--------------------------|
| Skill Attainment Rate            |                              | Numerator<br>Denominator |
| Youth Diploma or Equivalent Rate |                              | Numerator<br>Denominator |
| Retention Rate                   |                              | Numerator<br>Denominator |

Table K - Outcomes for Younger Youth Special Populations

| Reported Information             | Public Assistance Recipients |     | Individuals With Disabilities |     | Out-of-School Youth |     |
|----------------------------------|------------------------------|-----|-------------------------------|-----|---------------------|-----|
|                                  | Num                          | Den | Num                           | Den | Num                 | Den |
| Skill Attainment Rate            |                              |     |                               |     |                     |     |
| Youth Diploma or Equivalent Rate |                              |     |                               |     |                     |     |
| Retention Rate                   |                              |     |                               |     |                     |     |

Table L - Other Reported information

| Reported Information | 12 Month Employment Retention Rate |     | 12 Months Earnings Increase (Adults and Older Youth)<br>or<br>12 Months Earnings Replacement (Dislocated Workers) |     | Placements in Non-traditional Employment |     | Wages At Entry Into Employment For Those Individuals Who Entered Unsubsidized Employment |     | Entry Into Unsubsidized Employment Related to the Training Received of Those Who Completed Training Services |     |
|----------------------|------------------------------------|-----|---|-----|--|-----|--|-----|--|-----|
|                      | Num                                | Den | Num   | Den | Num                                      | Den | Num  | Den | Num  | Den |
| Adults               |                                    |     |   |     |  |     |  |     |  |     |
| Dislocated Workers   |                                    |     |   |     |  |     |  |     |  |     |
| Older Youth          |                                    |     |   |     |  |     |  |     |  |     |

**Table M - Participation Levels**

| Reported Information                     | Total Participants Served | Total Exiters |
|--|---------------------------|---------------|
| <b>Total Adult Customers</b>             |                           |               |
| Total Adults (self-service <u>only</u> ) |                           |               |
| WIA Adults                               |                           |               |
| WIA Dislocated Workers                   |                           |               |
| <b>Total Youth (14 - 21)</b>             |                           |               |
| Younger Youth (14 - 18)                  |                           |               |
| Older Youth (19 - 21)                    |                           |               |
| Out-of-School Youth                      |                           |               |
| In-School Youth                          |                           |               |

**Table N - Cost of Program Activities**

| Program Activity  | Total Federal Spending              |
|---|-------------------------------------|
| <b>Local Adults</b>   |                                     |
| <b>Local Dislocated Workers</b>   |                                     |
| <b>Local Youth</b>  |                                     |
| <b>Rapid Response</b> (up to 25%) WIA Section 134(a)(2)(B)                |                                     |
| <b>Statewide Required Activities</b> (Up to 15%) WIA Section 134(a)(2)(B) |                                     |
| <b>Statewide Allowable Activities</b> WIA Section 134(a)(3)               | <b>Program Activity Description</b> |
|   |                                     |
|   |                                     |
|   |                                     |
|   |                                     |
|   |                                     |
|   |                                     |
|   |                                     |
|   |                                     |
|   |                                     |
| <b>Total of All Federal Spending Listed Above</b>                         |                                     |



**EMPLOYMENT AND TRAINING ADMINISTRATION**

Table O- Local Performance (Include this chart for each local area in the state)

| Local Area Name  | Total Participants Served | Adults                       |                          |          |
|--|---------------------------|------------------------------|--------------------------|----------|
|  |                           | Dislocated Workers           | Older Youth (19 - 21)    |          |
| ETA Assigned #   | Total Exits               | Younger Youth (14 - 18)      |                          |          |
|  |                           | Dislocated Workers           | Older Youth (19 - 21)    |          |
| Reported Information   |                           | Negotiated Performance Level | Actual Performance Level |          |
| Customer Satisfaction  | Program Participants      |                              |                          |          |
|  | Employers                 |                              |                          |          |
| Entered Employment Rates   | Adults                    |                              |                          |          |
|  | Dislocated Workers        |                              |                          |          |
|  | Older Youth               |                              |                          |          |
| Retention Rates  | Adults                    |                              |                          |          |
|  | Dislocated Workers        |                              |                          |          |
|  | Older Youth               |                              |                          |          |
|  | Younger Youth             |                              |                          |          |
| Six-Months Average Earnings (Adults/DWs)   | Adults                    |                              |                          |          |
|  | Dislocated Workers        |                              |                          |          |
| Six Months Earnings Increase (Older Youth)   | Older Youth               |                              |                          |          |
| Credential/Diploma Rates   | Adults                    |                              |                          |          |
|  | Dislocated Workers        |                              |                          |          |
|  | Older Youth               |                              |                          |          |
|  | Younger Youth             |                              |                          |          |
| Skill Attainment Rate  | Younger Youth             |                              |                          |          |
| Placement in Employment or Education   | Youth (14 - 21)           |                              |                          |          |
| Attainment of Degree or Certificate  | Youth (14 - 21)           |                              |                          |          |
| Literacy or Numeracy Gains   | Youth (14 - 21)           |                              |                          |          |
| Description of Other State Indicators of Performance (WIA Section 136(d) (1) - Insert additional rows if there are more than two other state indicators of performance). |                           |                              |                          |          |
|  |                           |                              |                          |          |
|  |                           |                              |                          |          |
| Overall Status of Local Performance  |                           | Not Met                      | Met                      | Exceeded |
|  |                           |                              |                          |          |

**EMPLOYMENT AND TRAINING ADMINISTRATION**

**Table P - Veteran Priority of Service**

|   | <b>Total</b> | <b>Percent Served</b> |
|---|--------------|-----------------------|
| <b>Covered Entrants Who Reached the End of the Entry Period</b>                       |              |                       |
| <b>Covered Entrants Who Received a Service During the Entry Period</b>                |              |                       |
| <b>Covered Entrants Who Received a Staff-Assisted Service During the Entry Period</b> |              |                       |

**Table Q - Veterans' Outcomes by Special Populations**

| <b>Reported Information</b>        | <b>Post 9/11 Era Veterans</b> |     | <b>Post 9/11 Era Veterans who Received at least Intensive Services</b> |     | <b>TAP Workshop Veterans</b> |     |
|------------------------------------|-------------------------------|-----|--|-----|------------------------------|-----|
|                                    |                               | Num |  | Num |                              | Num |
| <b>Entered Employment Rate</b>     |                               | Den |  | Den |                              | Den |
|                                    |                               | Num |  | Num |                              | Num |
| <b>Employment Retention Rate</b>   |                               | Den |  | Den |                              | Den |
|                                    |                               | Num |  | Num |                              | Num |
| <b>Six-Months Average Earnings</b> |                               | Den |  | Den |                              | Den |
|                                    |                               | Num |  | Num |                              | Num |

## APPENDIX C

### Reporting Specifications for Tables A through O

#### ***Table A: Workforce Investment Act Customer Satisfaction Results***

Enter the following information separately for program participants and employers. Additional information about Customer Satisfaction Indicators is available on ETA's website at <http://www.doleta.gov/performance>. Customer satisfaction results are based on exiters from the calendar year.

| <b>Table A. CUSTOMER SATISFACTION (PARTICIPANTS AND EMPLOYERS)</b> |  |
|--|--|
| <b>Negotiated Performance Level</b>                                | Record the level of performance negotiated between the State and USDOL.  |
| <b>Actual Performance Level</b>                                    | Record the actual performance levels on the American Customer Satisfaction Index (ACSI).   |
| <b>Number of Surveys Completed</b>                                 | Record the number of surveys with answers to each of the three required questions.   |
| <b>Number of Customers Eligible for the Survey</b>                 | Record the number of participants/employers in the group (sample frame) from which the customer sample was drawn. This information is needed to aggregate customer satisfaction across all States.                     |
| <b>Number of Customers Included in the Sample</b>                  | Record the representative subset of participants/employers eligible for the surveys that were selected for interviews. If no sampling is used by the state, the sample size equals the number eligible for the survey. |
| <b>Response Rate</b>   | Record the response rate by dividing the number of completed surveys by the number included in the sample.   |

States using the ACSI methodology to measure Local Board performance are not required to conduct separate customer satisfaction surveys to obtain State level results. In situations where a single sampling rate is used throughout the State, the Local Board ACSI results on a customer satisfaction measure may simply be aggregated to obtain State level results.

In situations where different sampling rates exist for the Local Boards in a State, each Local Board's ACSI score will need to be weighted before aggregating the outcomes to obtain results that are representative of the State overall. The information needed to compute these weighted scores are the sample frames for each Local Board in the State and each Local Board's ACSI score.

To illustrate how these weights are derived, consider the following example:

| Name          | Participant Sampling Frame | ACSI | Employer Sampling Frame | ACSI |
|---------------|----------------------------|------|-------------------------|------|
| Local Board 1 | 1,824                      | 67.2 | 597                     | 65.2 |
| Local Board 2 | 1,025                      | 78.1 | 533                     | 80.0 |
| Local Board 3 | 1,151                      | 68.6 | 487                     | 67.0 |
| State A       | 4,000                      | //// | 1,617                   | //// |

The weighted score would be calculated for each Local Board by multiplying the ACSI score by the number in the Local Board sample frame. These weighted Local Board scores would then be totaled and divided by the sum of the sampling frame sizes for all Local Boards in the State to obtain a State ACSI.

Using the figures provided in the above example, the ACSI scores for the State are calculated in the following manner:

|               | Participant                       | Employer                       |
|---------------|-----------------------------------|--------------------------------|
| Local Board 1 | $(67.2 \times 1,824) = 122,572.8$ | $(65.2 \times 597) = 38,924.4$ |
| Local Board 2 | $(78.1 \times 1,025) = 80,052.5$  | $(80.0 \times 533) = 42,640.0$ |
| Local Board 3 | $(68.6 \times 1,151) = 78,958.6$  | $(67.0 \times 487) = 32,629.0$ |
| Total         | $= 281,583.9$                     | $= 114,193.4$                  |

State A ACSI score for participants:  $(281,583.9 / 4,000) = 70.4$

State A ACSI score for employers:  $(114,193.4 / 1,617) = 70.6$

**Tables B through M: Establishing Program Performance Groups**

Use the following specifications to complete the performance calculations for Tables B through M. The chart below provides an explanation of how program participants are classified as adults, dislocated workers, and youth for the purposes of calculating program performance. These classifications are based upon one or more data elements contained within the WIASRD. In order for a participant to be included in a particular program performance group, at least one of the corresponding conditions in “Specifications” column needs to be true. For instance, as shown in the row labeled “Adult,” if either Adult (Local Formula) (WIASRD Element 905) = 1 or Adult (Statewide 15% Activities) (WIASRD Element 910) = 1, the participant is included in the WIA Adult performance measures.

**Important Note:** These funding stream specifications apply to the statewide annual performance calculations. They do not apply to local level performance calculated for Table O of this annual report.

| WIA Performance Group Specifications |  |
|--------------------------------------|--|
| Program                              | Specifications   |
| Self-Service Only                    | (DATE OF FIRST SELF-SERVICE is not null and DATE OF FIRST STAFF-ASSISTED CORE SERVICE is null <b>and</b> DATE OF FIRST INTENSIVE SERVICE is null <b>and</b> DATE ENTERED TRAINING #1 is null)  |
| More than Self-Service               | (DATE OF FIRST STAFF-ASSISTED CORE SERVICE is not null <b>or</b> DATE OF FIRST INTENSIVE SERVICE is not null <b>or</b> DATE ENTERED TRAINING #1 is not null).  |
| Adult                                | (ADULT (LOCAL FORMULA) = 1 <b>or</b> ADULT (STATEWIDE 15% ACTIVITIES) = 1)   |
| Dislocated Worker                    | (DISLOCATED WORKER (LOCAL FORMULA) = 1 <b>or</b> DISLOCATED WORKER (STATEWIDE 15% ACTIVITIES) = 1 <b>or</b> RAPID RESPONSE ADDITIONAL ASSISTANCE = 1)  |
| Older Youth                          | DATE OF FIRST WIA YOUTH SERVICE is not null<br><b>and</b> (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) >=19<br><b>and</b> (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) <= 21   |
| Younger Youth                        | DATE OF FIRST WIA YOUTH SERVICE is not null<br><b>and</b> (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) >=14<br><b>and</b> (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) <= 18   |
| Youth                                | DATE OF FIRST WIA YOUTH SERVICE is not null<br><b>and</b> (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) >=14<br><b>and</b> (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) <= 21   |
| Veteran                              | (ADULT (LOCAL FORMULA) = 1 <b>or</b> ADULT (STATEWIDE 15% ACTIVITIES) = 1 <b>or</b> DISLOCATED WORKER (LOCAL FORMULA) = 1 <b>or</b> DISLOCATED WORKER (STATEWIDE 15% ACTIVITIES) = 1 <b>or</b> RAPID RESPONSE (ADDITIONAL ASSISTANCE) = 1 <b>or</b> DATE OF FIRST YOUTH SERVICE is not null) <b>and</b> VETERAN STATUS = 1 |

It is important to note that participant records can be included in more than one WIA performance group. Participants who are co-enrolled in multiple funding streams are included in the calculation of the performance measures for all funding streams in which they are enrolled. For example, a participant record could have Date of First WIA Youth Service populated (WIASRD Element 907) and Adult (local) (WIASRD Element 905) = 1. In this case, the participant is included in the performance measure calculations both for youth and for adults.

### **Tables B through G: WIA Adult and Dislocated Worker Performance**

The following specifications provide guidance for states to calculate performance for two sets of adults and dislocated workers who exited from WIA services during a specific reporting period:

1. All adult and dislocated worker exiters are subject to the entered employment, employment retention, and average earnings measures; and
2. Those adults and dislocated workers who received training services and exited are also subject to the employment and credential rate measure.

This section outlines the mathematical formulae and data element specifications for states to report on the following adult and dislocated worker performance measures:

#### **Entered Employment Rate**

*Of those who are not employed at the date of participation:*

$$\frac{\text{\# of participants who are employed in the first quarter (qtr) after the exit qtr}}{\text{\# of participants who exit during the qtr}}$$

#### **Employment Retention Rate**

*Of those who are employed in the first quarter after the exit qtr:*

$$\frac{\text{\# of participants who are employed in both the second and third qtrs after the exit qtr}}{\text{\# of participants who exit during the qtr}}$$

#### **Employment and Credential Rate**

*Of those who receive training services:*

$$\frac{\text{\# of participants who were employed in the first qtr after the exit qtr and received a credential by the end of the third qtr after the exit qtr}}{\text{\# of participants who exit during the qtr}}$$

#### **Six-Month Average Earnings**

*Of those who are employed in the first, second, and third quarters after the exit quarter:*

$$\frac{[\text{Total earnings in the second quarter plus total earnings in the third quarter after the exit quarter}]}{\text{\# of participants who exit during the qtr}}$$

**TABLE B. ADULT PROGRAM RESULTS**

|   |                       |  |
|---|-----------------------|--|
| <b>Negotiated Performance Level</b>         |                       | Record the level of performance negotiated between the State and USDOL.  |
| <b>Actual Performance Level</b>             |                       | Use the data element specifications below to record the actual performance levels (including numerators and denominators) achieved by the state in each of the performance measures. To derive the value of each performance measure, states should divide the numerator calculation by the denominator calculation.   |
| <b>Entered Employment Rate (EER)</b>        | Adult EER Numerator   | Count of UNIQUE RECORDS where ADULT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)  |
|   | Adult EER Denominator | Count of UNIQUE RECORDS where ADULT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |
| <b>Employment Retention Rate (ERR)</b>      | Adult ERR Numerator   | Count of UNIQUE RECORDS where ADULT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> ((EMPLOYED 2 <sup>ND</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 2 <sup>ND</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 2 <sup>ND</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 2 <sup>ND</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> ((EMPLOYED 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98) |
|   | Adult ERR Denominator | Count of UNIQUE RECORDS where ADULT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |
| <b>Employment and Credential Rate (ECR)</b> | Adult ECR Numerator   | Count of Unique RECORDs where ADULT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE ENTERED TRAINING # 1 is not null <b>and</b> TYPE OF RECOGNIZED CREDENTIAL #1 > 0 <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98).  |
|   | Adult ECR Denominator | Count of Unique RECORDs where ADULT <b>and</b> (MORE THAN SELF-SERVICE <b>and</b> DATE ENTERED TRAINING # 1 is not null) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)  |

**EMPLOYMENT AND TRAINING ADMINISTRATION**

|                                     |  |  |
|-------------------------------------|--|--|
| <b>Six Months Earnings Increase</b> | Adult Six-Month Average Earnings Numerator   | Sum of (WAGES 2 <sup>nd</sup> QUARTER AFTER THE EXIT QUARTER <b>and</b> WAGES 3 <sup>rd</sup> QUARTER AFTER THE EXIT QUARTER) where ADULT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (WAGES 1 <sup>st</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>st</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 2 <sup>nd</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 2 <sup>nd</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 3 <sup>rd</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>rd</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98) |
|                                     | Adult Six-Month Average Earnings Denominator | Count of unique RECORDS where ADULT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (WAGES 1 <sup>st</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>st</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 2 <sup>nd</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 2 <sup>nd</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 3 <sup>rd</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>rd</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |

**To calculate the measures in tables C and D, apply the filters described below to the specification for the appropriate measure provided for table B, above.**

**TABLE C. OUTCOMES FOR ADULT SPECIAL POPULATIONS**

|   |   |   |
|---|---|---|
| A | Public Assistance Recipients Receiving Intensive or Training Services | (TEMPORARY ASSISTANCE TO NEEDY FAMILIES (TANF) = 1 <b>or</b> OTHER PUBLIC ASSISTANCE RECIPIENT = 1) <b>and</b> (DATE OF FIRST INTENSIVE SERVICE is not null or DATE ENTERED TRAINING # 1 is not null) |
| B | Veterans  | ELIGIBLE VETERAN STATUS > 0 <b>and</b> ELIGIBLE VETERAN STATUS < 4  |
| C | Individuals with Disabilities   | INDIVIDUAL WITH A DISABILITY = 1  |
| D | Older Individual  | DATE OF PARTICIPATION minus DATE OF BIRTH => 55 years   |

**TABLE D. OUTCOME INFORMATION BY SERVICE LEVEL FOR ADULT PROGRAM**

|   |   |   |
|---|---|---|
| A | Individuals Who Only Received Core Services               | (DATE OF FIRST STAFF ASSISTED CORE SERVICE IS NOT NULL and DATE OF FIRST INTENSIVE SERVICE is null and DATE ENTERED TRAINING #1 is null)      |
| B | Individuals who Only Received Core and Intensive Services | (DATE OF FIRST STAFF ASSISTED CORE SERVICE IS NOT NULL and DATE OF FIRST INTENSIVE SERVICE is not null and DATE ENTERED TRAINING # 1 is null) |
| C | Individuals who Received Training Services                | DATE ENTERED TRAINING # 1 is not null   |

| TABLE E. DISLOCATED WORKER PROGRAM RESULTS  |                    |  |
|---|--------------------|--|
| <b>Negotiated Performance Level</b>         |                    | Record the level of performance negotiated between the State and USDOL.  |
| <b>Actual Performance Level</b>             |                    | Use the data element specifications below to record the actual performance levels (including numerators and denominators) achieved by the state in each of the performance measures. To derive the value of each performance measure, states should divide the numerator calculation by the denominator calculation.   |
| <b>Entered Employment Rate (EER)</b>        | DW EER Numerator   | Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)  |
|   | DW EER Denominator | Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |
| <b>Employment Retention Rate (ERR)</b>      | DW ERR Numerator   | Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> MORE THAN SELF-SERVICE <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> ((EMPLOYED 2 <sup>ND</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 2 <sup>ND</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 2 <sup>ND</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 2 <sup>ND</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> ((EMPLOYED 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98) |
|   | DW ERR Denominator | Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> MORE THAN SELF-SERVICE <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |
| <b>Employment and Credential Rate (ECR)</b> | DW ECR Numerator   | Count of Unique RECORDs where DISLOCATED WORKER <b>and</b> MORE THAN SELF-SERVICE <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE ENTERED TRAINING # 1 is not null <b>and</b> TYPE OF RECOGNIZED CREDENTIAL #1 > 0 <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |

**TABLE E. DISLOCATED WORKER PROGRAM RESULTS (continued)**

|                              |  |  |
|------------------------------|--|--|
|                              | DW ECR Denominator                         | Count of Unique RECORDs where DISLOCATED WORKER <b>and</b> (MORE THAN SELF-SERVICE <b>and</b> DATE ENTERED TRAINING # 1 is not null) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)  |
| Six Months Earnings Increase | DW Six-Months Average Earnings Numerator   | Sum of (WAGES 2 <sup>nd</sup> QUARTER AFTER THE EXIT QUARTER <b>and</b> WAGES 3 <sup>rd</sup> QUARTER AFTER THE EXIT QUARTER) where DISLOCATED WORKER <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 2 <sup>nd</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 2 <sup>nd</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 3 <sup>rd</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>rd</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98) |
|                              | DW Six-Months Average Earnings Denominator | Count of unique RECORDs where DISLOCATED WORKER <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 2 <sup>nd</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 2 <sup>nd</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 3 <sup>rd</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>rd</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |

To calculate the measures in tables F and G, apply the filters described below to the specification for the appropriate measure provided for table E, above.

**TABLE F. OUTCOMES FOR DISLOCATED WORKER SPECIAL POPULATIONS**

|   |                               |   |
|---|-------------------------------|---|
| A | Veterans                      | ELIGIBLE VETERAN STATUS > 0 and ELIGIBLE VETERAN STATUS < 4 |
| B | Individuals with Disabilities | INDIVIDUAL WITH A DISABILITY = 1                            |
| C | Older Individual              | DATE OF PARTICIPATION minus DATE OF BIRTH => 55 years       |
| D | Displaced Homemaker           | DISPLACED HOME MAKER = 1                                    |

**TABLE G. OUTCOME INFORMATION BY SERVICE LEVEL FOR DISLOCATED WORKER PROGRAM**

|   |   |   |
|---|---|---|
| A | Individuals Who Only Received Core Services               | (DATE OF FIRST STAFF ASSISTED CORE SERVICE IS NOT NULL and DATE OF FIRST INTENSIVE SERVICE is null) and DATE ENTERED TRAINING #1 is null)     |
| B | Individuals who Only Received Core and Intensive Services | (DATE OF FIRST STAFF ASSISTED CORE SERVICE IS NOT NULL and DATE OF FIRST INTENSIVE SERVICE is not null and DATE ENTERED TRAINING # 1 is null) |
| C | Individuals who Received Training Services                | DATE ENTERED TRAINING # 1 is not null   |

**Table H.1 and H.1.A: Youth (14 – 21) Common Performance Measures**

The following specifications provide guidance for states to calculate youth who received services financially assisted by the WIA Title I-B program during a specific reporting period:

1. All youth exiters are subject to the placement in employment or education and attainment of degree or certificate measures;
2. Out-of-school youth participants and exiters who are basic skills deficient are subject to the Literacy and Numeracy Gains measure; and
3. Youth are those aged 14 through 21 on the date that they participate in WIA youth program services.

This section outlines the mathematical formulae and data element specifications for states to report on the following youth performance measures:

**Placement in Employment or Education**

*Of those who are not in post-secondary education or employment (including the military) at the date of participation:*

# of participants who are in employment (including the military) or enrolled in post-secondary education and/or advanced training/occupational skills training in the first quarter (qtr) after the exit qtr

---

# of participants who exit during the qtr

**Attainment of a Degree or Certificate**

*Of those enrolled in education (at the date of participation or at any point during the program):*

# of participants who attain a diploma, GED, or certificate by the end of the third qtr after the exit qtr

---

# of participants who exit during the qtr

**Literacy and Numeracy Gains**

*Of those out-of-school youth who are basic skills deficient:*

# of participants who increase one or more educational functioning levels

---

# of participants who have completed a year in the youth program (i.e., one year from the date of first youth program service) **plus** the # of participants who exit before completing a year in the youth program

**TABLE H.1. YOUTH (14 – 21) PROGRAM RESULTS**

|  |                       |   |
|--|-----------------------|---|
| <b>Negotiated Performance Level</b>              |                       | Record the level of performance negotiated between the State and USDOL.   |
| <b>Actual Performance Level</b>                  |                       | Use the data element specifications below to record the actual performance levels (including numerators and denominators) achieved by the state in each of the performance measures. To derive the value of each performance measure, states should divide the numerator calculation by the denominator calculation.  |
| <b>Placement in Employment or Education</b>      | Placement Numerator   | Count of UNIQUE RECORDS where YOUTH <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION <> 1 <b>and</b> (SCHOOL STATUS AT PARTICIPATION <> 3 <b>or</b> SCHOOL STATUS AT PARTICIPATION is null) <b>and</b> ((YOUTH PLACEMENT INFORMATION => 1 <b>and</b> YOUTH PLACEMENT INFORMATION <= 4) <b>or</b> ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98 <b>or</b> OTHER REASONS FOR EXIT = 99). |
|  | Placement Denominator | Count of UNIQUE RECORDS where YOUTH <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION <> 1 <b>and</b> (SCHOOL STATUS AT PARTICIPATION <> 3 <b>or</b> SCHOOL STATUS AT PARTICIPATION is null)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98 <b>or</b> OTHER REASONS FOR EXIT = 99).   |
| <b>Attainment of Degree or Certificate (ADC)</b> | ADC Numerator         | Count of UNIQUE RECORDS where YOUTH <b>and</b> ENROLLED IN EDUCATION = 1 <b>and</b> ATTAINED DEGREE OR CERTIFICATE > 0 <b>and</b> ATTAINED DEGREE OR CERTIFICATE < 4 <b>and</b> DATE ATTAINED DEGREE OR CERTIFICATE <= end of quarter of DATE OF EXIT + 3 quarters <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98 <b>or</b> OTHER REASONS FOR EXIT = 99).   |
|  | ADC Denominator       | Count of UNIQUE RECORDS where YOUTH <b>and</b> ENROLLED IN EDUCATION = 1 <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98 <b>or</b> OTHER REASONS FOR EXIT = 99).   |



**TABLE H.1. YOUTH (14 – 21) COMMON MEASURES RESULTS AT-A-GLANCE (continued)**

|                                    |  |   |
|------------------------------------|--|---|
| <b>Literacy and Numeracy Gains</b> | Literacy/<br>Numeracy Gains<br>Youth (14 - 21) | <b>For Literacy and Numeracy specification and constructed variables please see Appendix D, Appendix E and Appendix F</b> |
|------------------------------------|--|---|



To calculate the measures in table H.1.A, apply the filters described below to the specification for the appropriate measure provided for table H.1, above.

**TABLE H.1.A. OUTCOMES FOR YOUTH SPECIAL POPULATIONS**

|    |                               |  |
|----|-------------------------------|--|
| A. | Public Assistance Recipients  | (TEMPORARY ASSISTANCE TO NEEDY FAMILIES (TANF) = 1 <b>or</b> OTHER PUBLIC ASSISTANCE RECIPIENT = 1)                                  |
| B. | Veterans                      | ELIGIBLE VETERAN STATUS > 0 <b>and</b> ELIGIBLE VETERAN STATUS < 4   |
| C. | Individuals with Disabilities | INDIVIDUAL WITH A DISABILITY = 1   |
| D. | Out-Of-School-Youth           | (SCHOOL STATUS AT PARTICIPATION > 3 <b>or</b> (SCHOOL STATUS AT PARTICIPATION = 3 <b>and</b> BASIC LITERACY SKILLS DEFICIENCY = 1)). |



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**Tables H.2 and I: Older Youth (19 – 21) Performance**

The following specifications provide guidance for states to calculate performance for older youth who exited from WIA services during a specific reporting period:

1. All older youth exiters except those who move into post-secondary education or advanced training and are not employed in the measurement quarter are subject to the entered employment, employment retention, six months earnings increase, and credential rate measures; and
2. Older youth are those aged 19 through 21 on the date that they participate in WIA youth program services.

This section outlines the mathematical formula and data element specifications for states to report on the following older youth performance measures:

**Entered Employment Rate**

*Of those who are not employed at the date of participation and who are either not enrolled in post-secondary education or advanced training in the first quarter (qtr) after the exit qtr or are employed in the first qtr after the exit qtr:*

$$\frac{\text{\# of participants who are employed in the first qtr after the exit qtr}}{\text{\# of participants who exit during the qtr}}$$

**Employment Retention Rate**

*Of those who are employed in the first qtr after the exit qtr and who are either not enrolled in post-secondary education or advanced training in the third qtr after the exit qtr or are employed in the third qtr after the exit qtr:*

$$\frac{\text{\# of participants who are employed in the third qtr after the exit qtr}}{\text{\# of participants who exit during the qtr}}$$

**Six Months Earnings Increase**

*Of those who are employed in the first qtr after the exit qtr and who are either not enrolled in post-secondary education or advanced training in the third qtr after the exit qtr or are employed in the third qtr after the exit qtr:*

$$\frac{[\text{Earnings in the second + third qtrs after the exit qtr}] \text{ minus } [\text{Earnings in the second + third qtrs prior to the participation qtr}]}{\text{\# of participants who exit during the qtr}}$$

**Credential Rate**

# of participants who were either employed, in post-secondary education, or in advanced training in the first qtr after the exit qtr and received a credential by the end of the third qtr after the exit qtr

# of participants who exit during the qtr

| TABLE H.2 OLDER YOUTH (19 - 21) RESULTS |   |  |
|---|---|--|
| <b>Negotiated Performance Level</b>     | Record the level of performance negotiated between the State and USDOL. |  |
| <b>Actual Performance Level</b>         | <b>Entered Employment Rate (EER)</b>                                    | <p>Older Youth EER Numerator</p> <p>Use the data element specifications below to record the actual performance levels (including numerators and denominators) achieved by the state in each of the performance measures. To derive the value of each performance measure, states should divide the numerator calculation by the denominator calculation.<br/>                     Count of Unique RECORDs where OLDER YOUTH <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> ((WAGES 1<sup>ST</sup> QUARTER AFTER THE EXIT QUARTER &gt; 0 <b>and</b> WAGES 1<sup>ST</sup> QUARTER AFTER THE EXIT QUARTER &lt; 999999.99) <b>or</b> (EMPLOYED IN 1<sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1<sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5)) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98).</p> |
|   |   | <p>Older Youth EER Denominator</p> <p>Count of Unique RECORDs where OLDER YOUTH <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> ((YOUTH PLACEMENT INFORMATION = 0 <b>or</b> YOUTH PLACEMENT INFORMATION &gt;= 3 <b>or</b> YOUTH PLACEMENT INFORMATION is null) <b>or</b> ((WAGES 1<sup>ST</sup> QUARTER AFTER THE EXIT QUARTER &gt; 0 <b>and</b> WAGES 1<sup>ST</sup> QUARTER AFTER THE EXIT QUARTER &lt; 999999.99) <b>or</b> (EMPLOYED IN 1<sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1<sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5))) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98).</p>   |
| <b>Employment Retention Rate (ERR)</b>  | Older Youth ERR Numerator   | <p>Count of Unique RECORDs where OLDER YOUTH <b>and</b> ((WAGES 1<sup>ST</sup> QUARTER AFTER THE EXIT QUARTER &gt; 0 <b>and</b> WAGES 1<sup>ST</sup> QUARTER AFTER THE EXIT QUARTER &lt; 999999.99) <b>or</b> (EMPLOYED 1<sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1<sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5)) <b>and</b> ((WAGES 3<sup>RD</sup> QUARTER AFTER THE EXIT QUARTER &gt; 0 <b>and</b> WAGES 3<sup>RD</sup> QUARTER AFTER THE EXIT QUARTER &lt; 999999.99) <b>or</b> (EMPLOYED 3<sup>RD</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 3<sup>RD</sup> QUARTER AFTER EXIT QUARTER = 5)) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98).</p>   |

**TABLE H.2 OLDER YOUTH (19 - 21) PROGRAM RESULTS AT-A-GLANCE (continued)**

|                                     |  |  |
|-------------------------------------|--|--|
|                                     | <p>Older Youth ERR Denominator</p>           | <p>Count of Unique RECORDs where OLDER YOUTH <b>and</b> ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1<sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1<sup>ST</sup> QUARTER AFTER THE EXIT QUARTER &gt; 0 <b>and</b> WAGES 1<sup>ST</sup> QUARTER AFTER THE EXIT QUARTER &lt; 999999.99)) <b>and</b> ((YOUTH RETENTION INFORMATION = 0 <b>or</b> YOUTH RETENTION INFORMATION &gt;= 3 <b>or</b> YOUTH RETENTION INFORMATION is null) <b>or</b> ((WAGES 3<sup>RD</sup> QUARTER AFTER THE EXIT QUARTER &gt; 0 <b>and</b> WAGES 3<sup>RD</sup> QUARTER AFTER THE EXIT QUARTER &lt; 999999.99) <b>or</b> (EMPLOYED 3<sup>RD</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 3<sup>RD</sup> QUARTER AFTER EXIT QUARTER = 5))) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98).</p>  |
| <p>Credential Rate (CR)</p>         | <p>Older Youth CR Numerator</p>              | <p>Count of Unique RECORDs where OLDER YOUTH <b>and</b> ((YOUTH PLACEMENT INFORMATION &gt;= 1 <b>and</b> YOUTH PLACEMENT INFORMATION &lt; 3) <b>or</b> ((WAGES 1ST QUARTER AFTER EXIT QUARTER &gt; 0 <b>and</b> WAGES 1ST QUARTER AFTER EXIT QUARTER &lt; 999999.99) <b>or</b> (EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1<sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5))) <b>and</b> TYPE OF RECOGNIZED CREDENTIAL #1 &gt; 0 <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98).</p>  |
|                                     | <p>Older Youth CR Denominator</p>            | <p>Count of Unique RECORDs where OLDER YOUTH <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98).</p>   |
| <p>Six-Months Earnings Increase</p> | <p>Six-Month Earnings Increase Numerator</p> | <p>Sum of (WAGES 3RD QUARTER AFTER THE EXIT QUARTER plus WAGES 2<sup>ND</sup> QUARTER AFTER THE EXIT QUARTER) <b>minus</b> sum of (WAGES 2<sup>ND</sup> QUARTER PRIOR TO PARTICIPATION QUARTER and WAGES 3<sup>RD</sup> QUARTER PRIOR TO PARTICIPATION QUARTER) <b>where</b> OLDER YOUTH <b>and</b> WAGES 1<sup>ST</sup> QUARTER AFTER EXIT QUARTER &gt; 0 <b>and</b> WAGES 1<sup>ST</sup> QUARTER AFTER EXIT QUARTER &lt; 999999.99 <b>and</b> TYPE OF EMPLOYMENT MATCH 1<sup>ST</sup> QUARTER AFTER EXIT QUARTER =&gt; 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1<sup>ST</sup> QUARTER AFTER EXIT QUARTER &lt;= 4 <b>and</b> ((YOUTH RETENTION INFORMATION = 0 <b>or</b> YOUTH RETENTION INFORMATION &gt;= 3 <b>or</b> YOUTH RETENTION INFORMATION is null) <b>or</b> (WAGES 3<sup>RD</sup> QUARTER AFTER EXIT QUARTER &gt; 0 <b>and</b> WAGES 3<sup>RD</sup> QUARTER AFTER EXIT QUARTER &lt; 999999.99)) <b>and</b> (TYPE OF EMPLOYMENT MATCH 3<sup>RD</sup> QUARTER AFTER EXIT QUARTER &lt;&gt; 5 <b>or</b> TYPE OF EMPLOYMENT MATCH 3<sup>RD</sup> QUARTER AFTER EXIT QUARTER is null) <b>and</b> ((WAGES 2<sup>ND</sup> QUARTER PRIOR TO PARTICIPATION QUARTER &lt; 999999.99 <b>or</b> WAGES 2<sup>ND</sup> QUARTER PRIOR TO PARTICIPATION QUARTER is null) <b>and</b> (WAGES 3<sup>RD</sup> QUARTER PRIOR TO PARTICIPATION QUARTER &lt; 999999.99 <b>or</b> WAGES 3<sup>RD</sup> QUARTER PRIOR TO PARTICIPATION QUARTER is null)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)</p> |

**TABLE H.2 OLDER YOUTH (19 - 21) PROGRAM RESULTS AT-A-GLANCE (continued)**

|  |   |   |
|--|---|---|
|  | Six-Month Earnings Increase Denominator | Count of Unique RECORDs where OLDER YOUTH <b>and</b> WAGES 1ST QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 1ST QUARTER AFTER EXIT QUARTER < 999999.99 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER => 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER <= 4 <b>and</b> ((YOUTH RETENTION INFORMATION = 0 <b>or</b> YOUTH RETENTION INFORMATION >= 3 <b>or</b> YOUTH RETENTION INFORMATION is null) <b>or</b> (WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER < 999999.99)) <b>and</b> (TYPE OF EMPLOYMENT MATCH 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER < 5 <b>or</b> TYPE OF EMPLOYMENT MATCH 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER is null) <b>and</b> ((WAGES 2 <sup>ND</sup> QUARTER PRIOR TO PARTICIPATION QUARTER < 999999.99 <b>or</b> WAGES 2 <sup>ND</sup> QUARTER PRIOR TO PARTICIPATION QUARTER is null) <b>and</b> (WAGES 3 <sup>RD</sup> QUARTER PRIOR TO PARTICIPATION QUARTER < 999999.99 <b>or</b> WAGES 3 <sup>RD</sup> QUARTER PRIOR TO PARTICIPATION QUARTER is null)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98) |
|--|---|---|

To calculate the measures in table I, apply the filters described below to the specification for the appropriate measure provided for table H.2, above.

**TABLE I. OUTCOMES FOR OLDER YOUTH SPECIAL POPULATIONS**

|    |                               |  |
|----|-------------------------------|--|
| A. | Public Assistance Recipients  | (TEMPORARY ASSISTANCE TO NEEDY FAMILIES (TANF) = 1 <b>or</b> OTHER PUBLIC ASSISTANCE RECIPIENT = 1)                                  |
| B. | Veterans                      | ELIGIBLE VETERAN STATUS > 0 <b>and</b> ELIGIBLE VETERAN STATUS < 4   |
| C. | Individuals with Disabilities | INDIVIDUAL WITH A DISABILITY = 1   |
| D. | Out-Of-School-Youth           | (SCHOOL STATUS AT PARTICIPATION > 3 <b>or</b> (SCHOOL STATUS AT PARTICIPATION = 3 <b>and</b> BASIC LITERACY SKILLS DEFICIENCY = 1)). |

### **Tables J and K: Younger Youth (14 – 18) Performance**

The following specifications provide guidance for states to calculate performance for younger youth who received services financially assisted by WIA Title I-B programs during a specific reporting period:

1. All younger youth exiters except those who are still in secondary school at exit are subject to the diploma or equivalent attainment and retention rate measures; and
2. Younger youth are those aged 14 through 18 on the date that they participate in WIA youth program services.

This section outlines the mathematical formula and data element specifications for states to report on the following younger youth performance measures:

#### **Skill Attainment Rate**

*Of all in-school youth and any out-of-school youth assessed to be in need of basic skills, work readiness skills, and/or occupational skills:*

Total # of basic skills goals attained + Total # of work readiness skills goals attained +  
Total # of occupational skills goals attained

---

Total # of basic skills goals + Total # of work readiness skills goals + Total # of  
occupational skills goals set

#### **Diploma or Equivalent Attainment Rate**

*Of those who participate in the program without a diploma or equivalent:*

# of participants who attained a secondary school diploma or equivalent by the end of  
the first quarter (qtr) after the exit qtr

---

# of participants who exit during the qtr (except those still in secondary school at exit)

#### **Retention Rate**

# of participants who were found in either post-secondary education, advanced  
training, employment, military service, or a qualified apprenticeship in the third qtr  
after the exit qtr

---

# of participants who exit during the qtr (except those still in secondary school at exit)

| TABLE J. YOUNGER YOUTH (14 - 18) RESULTS |                               |  |
|--|-------------------------------|--|
| <b>Negotiated Performance Level</b>      |                               | Record the level of performance negotiated between the State and USDOL.  |
| <b>Actual Performance Level</b>          |                               | Use the data element specifications below to record the actual performance levels (including numerators and denominators) achieved by the state in each of the performance measures. To derive the value of each performance measure, states should divide the numerator calculation by the denominator calculation.   |
| <b>Skill Attainment Rate (SRR)</b>       | Younger Youth SRR Numerator   | <p><i>Of all in-school youth and any out-of-school youth assessed to be in need of basic skills, work readiness skills, and/or occupational skills:</i></p> <p>Total # of basic skills goals attained + Total # of work readiness skills goals attained + Total # of occupational skills goals attained</p>  |
|  | Younger Youth SRR Denominator | <p style="text-align: center;"><b>divided by</b></p> <p>Total # of basic skills goals + Total # of work readiness skills goals + Total # of occupational skills goals set</p>  |
| <b>Diploma or Equivalent Rate (DER)</b>  | Younger Youth DER Numerator   | Count of Unique RECORDs where YOUNGER YOUTH <b>and</b> (SCHOOL STATUS AT PARTICIPATION = 1 <b>or</b> SCHOOL STATUS AT PARTICIPATION = 2 <b>or</b> SCHOOL STATUS AT PARTICIPATION = 4) <b>and</b> (ATTAINED DEGREE OR CERTIFICATE = 1 <b>or</b> ATTAINED DEGREE OR CERTIFICATE = 2) <b>and</b> DATE ATTAINED DEGREE, CERTIFICATE OR CREDENTIAL <= end of quarter of DATE OF EXIT + 1 quarter <b>and</b> (SCHOOL STATUS AT EXIT is null <b>or</b> (SCHOOL STATUS AT EXIT <> 1 <b>and</b> SCHOOL STATUS AT EXIT <> 2)) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98 <b>or</b> OTHER REASONS FOR EXIT = 99).                |
|  | Younger Youth DER Denominator | Count of Unique RECORDs where YOUNGER YOUTH <b>and</b> (SCHOOL STATUS AT PARTICIPATION = 1 <b>or</b> SCHOOL STATUS AT PARTICIPATION = 2 <b>or</b> SCHOOL STATUS AT PARTICIPATION = 4) <b>and</b> (SCHOOL STATUS AT EXIT is null <b>or</b> (SCHOOL STATUS AT EXIT <> 1 <b>and</b> SCHOOL STATUS AT EXIT <> 2)) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98 <b>or</b> OTHER REASONS FOR EXIT = 99)   |
| <b>Retention Rate (RR)</b>               | Younger Youth RR Numerator    | Count of Unique RECORDs where YOUNGER YOUTH <b>and</b> ((YOUTH RETENTION INFORMATION > 0 <b>and</b> YOUTH RETENTION INFORMATION <= 4) <b>or</b> ((WAGES 3 <sup>RD</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>RD</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99) <b>or</b> (EMPLOYED 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 5))) <b>and</b> (SCHOOL STATUS AT EXIT is null <b>or</b> (SCHOOL STATUS AT EXIT <> 1 <b>and</b> SCHOOL STATUS AT EXIT <> 2)) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98). |
|  | Younger Youth RR Denominator  | Count of Unique RECORDs where YOUNGER YOUTH <b>and</b> (SCHOOL STATUS AT EXIT is null <b>or</b> (SCHOOL STATUS AT EXIT <> 1 <b>and</b> SCHOOL STATUS AT EXIT <> 2)) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98).  |



To calculate the measures in table K, apply the filters described below to the specification for the appropriate measure provided for table J, above.

**TABLE K. OUTCOMES FOR YOUNGER YOUTH SPECIAL POPULATIONS**

|    |                               |  |
|----|-------------------------------|--|
| A. | Public Assistance Recipients  | (TEMPORARY ASSISTANCE TO NEEDY FAMILIES (TANF) = 1 or OTHER PUBLIC ASSISTANCE RECIPIENT = 1)                           |
| B. | Individuals with Disabilities | INDIVIDUAL WITH A DISABILITY = 1   |
| C. | Out-Of-School-Youth           | (SCHOOL STATUS AT PARTICIPATION > 3 or (SCHOOL STATUS AT PARTICIPATION = 3 and BASIC LITERACY SKILLS DEFICIENCY = 1)). |



**Table L: Other Reported Information**

The requirements for this table are prescribed in the Workforce Investment Act, including the requirements that States provide the following information:

- Section 136(d) (2) (B) for wages at entry into employment for participants in workforce investment activities who entered employment, including the rate of wage replacement for such participants who are dislocated workers;
- Section 136(d) (2) (D) for retention and earnings received in employment 12 months after entry into the employment;
- Section 136(d) (2) (E) for individuals who received training services compared with the performance of participants in workforce investment activities who received only services other than training services (excluding participants who received only self-service and informational activities); and
- Section 185(d) (1) (C) for information regarding programs and activities carried out under this title pertaining to placement for participants in nontraditional employment.

This section outlines the mathematical formula and data element specifications for states to report on the following performance measures:

**Twelve-Month Employment Retention Information**

For adults and dislocated workers, use the following mathematical formula:

*Of those who are employed in the first qtr after the exit qtr:*

# of participants who are employed in the fourth qtr after the exit qtr

\_\_\_\_\_

# of participants who exit during the qtr

For older youth, use the following mathematical formula:

*Of those who are employed in the first qtr after the exit qtr and who are either not enrolled in post-secondary education or advanced training in the third qtr after the exit qtr or are employed in the third qtr after the exit qtr:*

# of participants who are employed in the fourth qtr after the exit qtr

\_\_\_\_\_

# of participants who exit during the qtr

**Twelve-Month Earnings Increase/Replacement Information**

For adults, use the following mathematical formula:

*Of those who are employed in the first qtr after the exit qtr:*

[Earnings in the third + fourth qtrs after the exit qtr] **minus** [Earnings in the second + third qtrs prior to the participation qtr]

\_\_\_\_\_

# of participants who exit during the qtr

For dislocated workers, use the following mathematical formula:

*Of those who are employed in the first qtr after the exit qtr:*

[Earnings in the third + fourth qtrs after the exit qtr]

\_\_\_\_\_

[Earnings in the second + third qtrs prior to the participation qtr]

For older youth, use the following mathematical formula:

*Of those who are employed in the first qtr after the exit qtr and who are either not enrolled in post-secondary education or advanced training in the third qtr after the exit qtr or are employed in the third qtr after the exit qtr:*

[Earnings in the third + fourth qtrs after the exit qtr] **minus** [Earnings in the second + third qtrs prior to the participation qtr]

\_\_\_\_\_

# of participants who exit during the qtr

**Placements in Non-Traditional Employment**

Non-traditional employment is employment in an occupation or field of work for which individuals of the participant's gender comprise less than 25% of the individuals employed in such occupation or field of work (WIA section 101(26)). This determination may be made using either state or national data. Both males and females can be in nontraditional employment. This information can be based on any job held after exit and only applies to adults, dislocated workers and older youth who entered employment in the quarter after the exit quarter.

**Wages at Entered Employment**

For adults, dislocated workers, and older youth, use the following mathematical formula:

*Of those who are employed in the first qtr after the exit qtr*

$$\frac{\text{Total Earnings in the first qtr after the exit qtr}}{\text{\# of participants who exit during the qtr}}$$

Additional Operational Parameters:

- Individuals who are employed at participation are excluded from this measure
- Older youth in both employment and post-secondary education or advanced training in the first quarter after exit are included in the measure.
- Older Youth who are not employed, but who are in post-secondary education or advanced training in the first quarter after exit is excluded from this measure.

**Training-Related Employment**

Training-related employment is employment in which the individual uses a substantial portion of the skills taught in the training received by the individual. This information can be based on **any** job held after exit and only applies to adults and dislocated workers who entered employment in the quarter after the exit quarter.

| TABLE L. OTHER REPORTED INFORMATION       |                                      |   |
|---|--------------------------------------|---|
| 12-MONTH EMPLOYMENT RETENTION INFORMATION |                                      |   |
| <b>WIA ADULTS</b>                         | Adult 12-Month<br>ERR<br>Numerator   | Count of UNIQUE RECORDS where ADULT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> ((EMPLOYED 4 <sup>TH</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 4 <sup>TH</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 4 <sup>TH</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 4 <sup>TH</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98) |
|   | Adult 12-Month<br>ERR<br>Denominator | Count of UNIQUE RECORDS where ADULT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)  |

|                               |  |   |
|-------------------------------|--|---|
| <b>WIA DISLOCATED WORKERS</b> | DW 12-Month<br>ERR<br>Numerator            | Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> MORE THAN SELF-SERVICE <b>and</b> ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> ((EMPLOYED 4 <sup>TH</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 4 <sup>TH</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 4 <sup>TH</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 4 <sup>TH</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |
|                               | DW 12-Month<br>ERR<br>Denominator          | Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> MORE THAN SELF-SERVICE <b>and</b> ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)  |
| <b>WIA OLDER YOUTH</b>        | Older Youth<br>12-Month ERR<br>Numerator   | Count of UNIQUE RECORDS where OLDER YOUTH <b>and</b> ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> ((EMPLOYED 4 <sup>TH</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 4 <sup>TH</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 4 <sup>TH</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 4 <sup>TH</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 98).  |
|                               | Older Youth<br>12-Month ERR<br>Denominator | Count of UNIQUE RECORDS where OLDER YOUTH <b>and</b> ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> ((YOUTH RETENTION INFORMATION = 0 <b>or</b> YOUTH RETENTION INFORMATION >= 3 <b>or</b> YOUTH RETENTION INFORMATION is null) <b>or</b> ((WAGES 3 <sup>RD</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>RD</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99) <b>or</b> (EMPLOYED 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 5))) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98). |

**TABLE L. OTHER REPORTED INFORMATION (continued)**

| 12-MONTH EARNINGS CHANGE (EC) / REPLACEMENT (ER) INFORMATION |                                     |  |
|--|-------------------------------------|--|
| <b>WIA ADULTS</b>  | Adult 12-Month<br>EC Numerator      | Sum of (WAGES 4 <sup>TH</sup> QUARTER AFTER EXIT QUARTER plus WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER) minus sum of (WAGES 2 <sup>ND</sup> QUARTER PRIOR TO PARTICIPATION and WAGES 3 <sup>RD</sup> QUARTER PRIOR TO PARTICIPATION) where ADULT and MORE THAN SELF-SERVICE and WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER > 0 and WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER < 999999.99 and TYPE OF EMPLOYMENT MATCH 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER <> 5 and TYPE OF EMPLOYMENT MATCH 4 <sup>TH</sup> QUARTER AFTER THE EXIT QUARTER <> 5 and (WAGES 2 <sup>ND</sup> QUARTER PRIOR TO PARTICIPATION < 999999.99 or WAGES 2 <sup>ND</sup> QUARTER PRIOR TO PARTICIPATION is null) and (WAGES 3 <sup>RD</sup> QUARTER PRIOR TO PARTICIPATION < 999999.99 or WAGES 3 <sup>RD</sup> QUARTER PRIOR TO PARTICIPATION is null) and DATE OF EXIT is within the reporting period and (OTHER REASONS FOR EXIT is null or OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98) |
|  | Adult 12-Month<br>EC<br>Denominator | Count of unique RECORDs where ADULT and MORE THAN SELF-SERVICE and WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER > 0 and WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER < 999999.99 and TYPE OF EMPLOYMENT MATCH 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER <> 5 and TYPE OF EMPLOYMENT MATCH 4 <sup>TH</sup> QUARTER AFTER THE EXIT QUARTER <> 5 and (WAGES 2 <sup>ND</sup> QUARTER PRIOR TO PARTICIPATION < 999999.99 or WAGES 2 <sup>ND</sup> QUARTER PRIOR TO PARTICIPATION is null) and (WAGES 3 <sup>RD</sup> QUARTER PRIOR TO PARTICIPATION < 999999.99 or WAGES 3 <sup>RD</sup> QUARTER PRIOR TO PARTICIPATION is null) and DATE OF EXIT is within the reporting period and (OTHER REASONS FOR EXIT is null or OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98)  |
| <b>WIA DISLOCATED WORKERS</b>                                | DW 12-Month<br>ER Numerator         | Sum of (WAGES 4 <sup>TH</sup> QUARTER AFTER EXIT QUARTER plus WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER) where DISLOCATED WORKER and MORE THAN SELF-SERVICE and WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER > 0 and WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER < 999999.99 and TYPE OF EMPLOYMENT MATCH 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER <> 5 and TYPE OF EMPLOYMENT MATCH 4 <sup>TH</sup> QUARTER AFTER THE EXIT QUARTER <> 5 and (WAGES 2 <sup>ND</sup> QUARTER PRIOR TO PARTICIPATION < 999999.99 or WAGES 2 <sup>ND</sup> QUARTER PRIOR TO PARTICIPATION is null) and (WAGES 3 <sup>RD</sup> QUARTER PRIOR TO PARTICIPATION < 999999.99 or WAGES 3 <sup>RD</sup> QUARTER PRIOR TO PARTICIPATION is null) and DATE OF EXIT is within the reporting period and (OTHER REASONS FOR EXIT is null or OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98)  |
|  | DW 12-Month<br>ER<br>Denominator    | Sum of (WAGES 2 <sup>ND</sup> QUARTER PRIOR TO PARTICIPATION and WAGES 3 <sup>RD</sup> QUARTER PRIOR TO PARTICIPATION) where DISLOCATED WORKER and MORE THAN SELF-SERVICE and WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER > 0 and WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER < 999999.99 and TYPE OF EMPLOYMENT MATCH 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER <> 5 and TYPE OF EMPLOYMENT MATCH 4 <sup>TH</sup> QUARTER AFTER THE EXIT QUARTER <> 5 and (WAGES 2 <sup>ND</sup> QUARTER PRIOR TO PARTICIPATION < 999999.99 or WAGES 2 <sup>ND</sup> QUARTER PRIOR TO PARTICIPATION is null) and (WAGES 3 <sup>RD</sup> QUARTER PRIOR TO PARTICIPATION < 999999.99 or WAGES 3 <sup>RD</sup> QUARTER PRIOR TO PARTICIPATION is null) and DATE OF EXIT is within the reporting period and (OTHER REASONS FOR EXIT is null or OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98)   |

**TABLE L. OTHER REPORTED INFORMATION (continued)**

**12-MONTH EARNINGS CHANGE (EC) / REPLACEMENT (ER) INFORMATION**

|   |  |  |
|---|--|--|
| <b>WIA OLDER YOUTH</b>                          | Older Youth<br>12-Month EC<br>Numerator                | Sum of (WAGES 4 <sup>TH</sup> QUARTER AFTER EXIT QUARTER plus WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER) minus sum of (WAGES 2 <sup>ND</sup> QUARTER PRIOR TO PARTICIPATION and WAGES 3 <sup>RD</sup> QUARTER PRIOR TO PARTICIPATION) where OLDER YOUTH <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER < 999999.99 <b>and</b> TYPE OF EMPLOYMENT MATCH 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER <> 5 <b>and</b> ((YOUTH RETENTION INFORMATION = 0 <b>or</b> YOUTH RETENTION INFORMATION >= 3 <b>or</b> YOUTH RETENTION INFORMATION is null) <b>or</b> ((WAGES 3 <sup>RD</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>RD</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99) <b>or</b> (EMPLOYED 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 5))) <b>and</b> TYPE OF EMPLOYMENT MATCH 4 <sup>TH</sup> QUARTER AFTER THE EXIT QUARTER <> 5 <b>and</b> (WAGES 2 <sup>ND</sup> QUARTER PRIOR TO PARTICIPATION < 999999.99 <b>or</b> WAGES 2 <sup>ND</sup> QUARTER PRIOR TO PARTICIPATION is null) <b>and</b> (WAGES 3 <sup>RD</sup> QUARTER PRIOR TO PARTICIPATION < 999999.99 <b>or</b> WAGES 3 <sup>RD</sup> QUARTER PRIOR TO PARTICIPATION is null) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98). |
|   | Older Youth<br>12-Month EC<br>Denominator              | Count of unique RECORDs where OLDER YOUTH <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER < 999999.99 <b>and</b> TYPE OF EMPLOYMENT MATCH 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER <> 5 <b>and</b> ((YOUTH RETENTION INFORMATION = 0 <b>or</b> YOUTH RETENTION INFORMATION >= 3 <b>or</b> YOUTH RETENTION INFORMATION is null) <b>or</b> ((WAGES 3 <sup>RD</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>RD</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99) <b>or</b> (EMPLOYED 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 5))) <b>and</b> TYPE OF EMPLOYMENT MATCH 4 <sup>TH</sup> QUARTER AFTER THE EXIT QUARTER <> 5 <b>and</b> (WAGES 2 <sup>ND</sup> QUARTER PRIOR TO PARTICIPATION < 999999.99 <b>or</b> WAGES 2 <sup>ND</sup> QUARTER PRIOR TO PARTICIPATION is null) <b>and</b> (WAGES 3 <sup>RD</sup> QUARTER PRIOR TO PARTICIPATION < 999999.99 <b>or</b> WAGES 3 <sup>RD</sup> QUARTER PRIOR TO PARTICIPATION is null) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98).  |
| <b>PLACEMENTS IN NON-TRADITIONAL EMPLOYMENT</b> |  |  |
| <b>WIA ADULTS</b>                               | Adults in Non-Traditional<br>Employment<br>Numerator   | Count of unique RECORDs where ADULT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> ENTERED NON-TRADITIONAL EMPLOYMENT = 1 <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |
|   | Adults in Non-Traditional<br>Employment<br>Denominator | Count of unique RECORDs where ADULT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |

**TABLE L. OTHER REPORTED INFORMATION (Continued)**

| <b>PLACEMENTS IN NON-TRADITIONAL EMPLOYMENT</b> |   |  |
|---|---|--|
| <b>WIA DISLOCATED WORKERS</b>                   | DWs in Non-Traditional Employment Numerator           | Count of unique RECORDs where DISLOCATED WORKER <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> ENTERED NON-TRADITIONAL EMPLOYMENT = 1 <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98) |
|   | DWs in Non-Traditional Employment Denominator         | Count of unique RECORDs where DISLOCATED WORKER <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |
| <b>WIA OLDER YOUTH</b>                          | Older Youth in Non-Traditional Employment Numerator   | Count of unique RECORDs where OLDER YOUTH <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> ENTERED NON-TRADITIONAL EMPLOYMENT = 1 <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |
|   | Older Youth in Non-Traditional Employment Denominator | Count of unique RECORDs where OLDER YOUTH <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |
| <b>WAGES AT ENTERED EMPLOYMENT</b>              |   |  |
| <b>WIA ADULTS</b>                               | Adult Wages At Entered Employment Numerator           | Sum of WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER where ADULT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99 <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |
|   | Adult Wages At Entered Employment Denominator         | Count of unique RECORDs where ADULT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99 <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |

**TABLE L. OTHER REPORTED INFORMATION (Continued)**

| <b>WAGES AT ENTERED EMPLOYMENT</b>                |   |   |
|---|---|---|
| <b>WIA DISLOCATED WORKERS</b>                     | DW Wages At Entered Employment Numerator            | Sum of WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER where DISLOCATED WORKER <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99 <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)  |
|   | DW Wages At Entered Employment Denominator          | Count of unique RECORDs where DISLOCATED WORKER <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99 <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)  |
| <b>WIA OLDER YOUTH</b>                            | Older Youth Wages At Entered Employment Numerator   | Sum of WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER where OLDER YOUTH <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99 <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98).   |
|   | Older Youth Wages At Entered Employment Denominator | Count of unique RECORDs where OLDER YOUTH <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99 <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98).   |
| <b>EMPLOYMENT RELATED TO TRAINING INFORMATION</b> |   |   |
| <b>WIA ADULT</b>                                  | Adult Employment Related to Training Numerator      | Count of unique RECORDs where ADULT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE ENTERED TRAINING # 1 is not null <b>and</b> ENTERED TRAINING RELATED EMPLOYMENT = 1 <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98) |
|   | Adult Employment Related to Training Denominator    | Count of unique RECORDs where ADULT <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE ENTERED TRAINING # 1 is not null <b>and</b> DATE COMPLETED TRAINING is not null <b>and</b> (OTHERREASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHERREASONS FOR EXIT = 98)       |

**TABLE L. OTHER REPORTED INFORMATION (Continued)**

**EMPLOYMENT RELATED TO TRAINING INFORMATION**

|                               |   |   |
|-------------------------------|---|---|
| <b>WIA DISLOCATED WORKERS</b> | DW<br>Employment<br>Related to<br>Training<br>Numerator   | Count of unique RECORDs where DISLOCATED WORKER <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE ENTERED TRAINING # 1 is not null <b>and</b> ENTERED TRAINING RELATED EMPLOYMENT = 1 <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98) |
|                               | DW<br>Employment<br>Related to<br>Training<br>Denominator | Count of unique RECORDs where DISLOCATED WORKER <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> ((DATE ENTERED TRAINING # 1 is not null <b>and</b> DATE COMPLETED TRAINING is not null <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)     |

**Table M: Participation Levels**

Use the following specifications to complete Table M:

**Total Participants.** The total number of individuals served by WIA Title I-B funds during the program year. This should include individuals who received services with adult, dislocated worker, youth and 15% funds. This should not include individuals who only participated in National Emergency Grant services.

**Total Exitters.** The total number of WIA registrants who exited WIA in the program year.

| TABLE M. PARTICIPATION LEVELS               |   |
|---|---|
| Total Adult Customers                       | Count of UNIQUE RECORDS where (ADULT <b>or</b> DISLOCATED WORKER) <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT => beginning of the report period <b>or</b> DATE OF EXIT is null)   |
| Total Adults self-service only Participants | Count of UNIQUE RECORDS where (ADULT <b>or</b> DISLOCATED WORKER) <b>and</b> SELF-SERVICE ONLY <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT => beginning of the report period <b>or</b> DATE OF EXIT is null)  |
| WIA Adult Participants                      | Count of UNIQUE RECORDS where ADULT <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT => beginning of the report period <b>or</b> DATE OF EXIT is null)   |
| WIA Dislocated Worker Participants          | Count of UNIQUE RECORDS where DISLOCATED WORKER <b>and</b> DATE OF PARTICIPATION <= end of the report period <b>and</b> (DATE OF EXIT => beginning of the report period <b>or</b> DATE OF EXIT is null)   |
| Total Youth Participants (14-21)            | Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT => beginning of the report period <b>or</b> DATE OF EXIT is null)   |
| Younger Youth Participants (14-18)          | Count of UNIQUE RECORDS where YOUNGER YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT => beginning of the report period <b>or</b> DATE OF EXIT is null)   |
| Older Youth Participants (19-21)            | Count of UNIQUE RECORDS where OLDER YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT => beginning of the report period <b>or</b> DATE OF EXIT is null)   |
| Out-of-School Youth Participants            | Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT => beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> (SCHOOL STATUS AT PARTICIPATION > 3 <b>or</b> (SCHOOL STATUS AT PARTICIPATION = 3 <b>and</b> BASIC LITERACY SKILLS DEFICIENCY = 1))  |
| In-School-Youth Participants                | Count of UNIQUE RECORDS where YOUTH <b>and</b> DATE OF FIRST YOUTH SERVICE <= end of the report period <b>and</b> (DATE OF EXIT => beginning of the report period <b>or</b> DATE OF EXIT is null) <b>and</b> ((SCHOOL STATUS AT PARTICIPATION <= 2 <b>and</b> SCHOOL STATUS AT PARTICIPATION => 1) <b>or</b> (SCHOOL STATUS AT PARTICIPATION = 3 <b>and</b> (BASIC LITERACY SKILLS DEFICIENCY = 0 <b>or</b> BASIC LITERACY SKILLS DEFICIENCY is null))) |

| <b>TABLE M. PARTICIPATION LEVELS (continued)</b> |  |
|--|--|
| Total Adult Exitters                             | Count of UNIQUE RECORDS where (ADULT or DISLOCATED WORKER) and DATE OF EXIT is within the report period  |
| Total Adult self-service only Exitters           | Count of UNIQUE RECORDS where (ADULT or DISLOCATED WORKER) and SELF-SERVICE ONLY and DATE OF EXIT is within the report period  |
| WIA Adult Exitters                               | Count of UNIQUE RECORDS where ADULT and DATE OF EXIT is within the report period.  |
| WIA Dislocated Worker Exitters                   | Count of UNIQUE RECORDS where DISLOCATED WORKER and DATE OF EXIT is within the report period   |
| Total Youth Exitters (14-21)                     | Count of UNIQUE RECORDS where YOUTH and DATE OF EXIT is within the report period.  |
| Younger Youth Exitters (14-18)                   | Count of UNIQUE RECORDS where YOUNGER YOUTH and DATE OF EXIT is within the report period   |
| Older Youth Exitters (19-21)                     | Count of UNIQUE RECORDS where OLDER YOUTH and DATE OF EXIT is within the report period   |
| Out-of-School Youth Exitters                     | Count of UNIQUE RECORDS where YOUTH and DATE OF EXIT is within the report period and SCHOOL STATUS AT PARTICIPATION > 3 or (SCHOOL STATUS AT PARTICIPATION = 3 and BASIC LITERACY SKILLS DEFICIENCY = 1)   |
| In-School-Youth Exitters                         | Count of UNIQUE RECORDS where YOUTH and DATE OF EXIT is within the report period and ((SCHOOL STATUS AT PARTICIPATION <= 2 and SCHOOL STATUS AT PARTICIPATION => 1) or (SCHOOL STATUS AT PARTICIPATION = 3 and (BASIC LITERACY SKILLS DEFICIENCY = 0 or BASIC LITERACY SKILLS DEFICIENCY is null)) |

**Table N: Cost of Program Activities**

This data is required cumulatively on an accrual basis by program year.

**Total Federal Spending for Adult, Dislocated Worker, and Youth Funding (Local) Activities.** Enter the total accrued expenditures (federal outlays) which are the sum of actual cash disbursements for direct charges for goods and services, plus net increase or decrease in amounts owed by the recipient for goods and other property received; for services performed by employees, contractors, sub-grantees, and other payees and other amounts becoming owed for which no current services or performance is required.

These entries should be strictly program costs which are reported on the WIA Financial Status Report (FSR) (ETA 9076 D, E and F) (do not include administrative costs). This data should loosely match the data submitted on the June 30 FSR. Minor variances could occur based on the required due dates of August 15 for WIA FSR data and October 1 for the Annual Report.

**Total Federal Spending for Rapid Response Activities.** Of the up to 25% Dislocated Worker funds that a State may reserve for Statewide Rapid Response activities, enter total accrued expenditures for the program year. The entry should closely match the entry on the June 30 WIA FSR (ETA 9076-B) with variances that may occur due to the difference in report due dates.

**Total Federal Spending for Statewide Required Activities.** In the Federal Spending Column include only the sum of total federal outlays used for statewide required activities (up to 15%). This also includes all federal costs (program and administrative) used for operating the fiscal and management accountability system).

WIA section 134(a)(2)(B) describes the Statewide 15% Required Activities that are included in this item as follows: A State shall use funds reserved as described in sections 128(a) and 133(a)(1) (regardless of whether the funds were allotted to the State under section 127(b)(1) or paragraph (1) or (2) of section 132(b)) to carry out other statewide employment and training activities, which shall include--

- (i) Disseminating the State list of eligible providers' training services, including eligible providers of nontraditional training services, information identifying eligible providers of on-the-job training and customized training, and performance information and program cost information, as described in subsections (e) and (h) of section 122;
- (ii) Conducting evaluations, under section 136(e), of activities authorized in this section, in coordination with the activities carried out under section 172;
- (iii) Providing incentive grants to local areas for regional cooperation among local boards (including local boards for a designated region as described in section 116(c)), for local coordination of activities carried out under this Act, and for exemplary performance by local areas on the local performance measures;
- (iv) Providing technical assistance to local areas that fail to meet local performance measures;

- (v) Assisting in the establishment and operation of one-stop delivery systems described in subsection (c); and
- (vi) Operating a fiscal and management accountability information system under section 136(f).

**Statewide Allowable Activities Program Activity Description.** In the Program Activity Description Column, States **may** individually describe the activities for which the State used any of the total federal programmatic outlay for the up to 15% allowable activities (e.g., funds passed through to local programs for use with Summer Employment opportunities).

States **must** individually describe all of the activities for which 10 percent or more of these funds were spent. A miscellaneous description line must also be included for all activities that States are not required to identify individually (because the outlay for the activity accounted for less than 10 percent of these funds) or chose not to identify individually. Do not include administrative outlays in this response.

Statewide (up to 15%) Allowable Activities (WIA section 134(a)(3)) are described as follows:

(A) In general.--A State may use funds reserved as described in sections 128(a) and 133(a)(1) (regardless of whether the funds were allotted to the State under section 127(b)(1) or paragraph (1) or (2) of section 132(b)) to carry out additional statewide employment and training activities, which may include—

- (i) Subject to subparagraph (B), administration by the State of the activities authorized under this section;
- (ii) Provision of capacity building and technical assistance to local areas, one-stop operators, one-stop partners, and eligible providers, including the development and training of staff and the development of exemplary program activities;
- (iii) Conduct of research and demonstrations;
- (iv) (I) implementation of innovative incumbent worker training programs, which may include the establishment and implementation of an employer loan program to assist in skills upgrading; and (II) the establishment and implementation of programs targeted to empowerment zones and enterprise communities;
- (v) Support for the identification of eligible providers of training services as required under section 122;
- (vi) (I) implementation of innovative programs for displaced homemakers, which for purposes of this subclause may include an individual who is receiving public assistance and is within 2 years of exhausting lifetime eligibility under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.); and (II) implementation of programs to increase the number of individuals training for and placed in nontraditional employment; and
- (vii) Carrying out other activities authorized in this section that the State determines to be necessary to assist local areas in carrying out activities described in subsection (d) or (e) through the statewide workforce investment system.

**Total Federal Spending by Statewide Activities (15%) Allowable Activities.** In the Federal Spending Column include the sum of total federal programmatic outlays used for activities. States may report any of these costs and should report costs which equaled 10 percent or greater of the total federal outlay for the up to 15% Statewide or Statewide allowable activities. Miscellaneous outlays must also be included for all activities that States are not required to identify individually (because the outlay for the activity accounted for less than 10 percent of these funds) or chose not to identify individually. Exclude administrative outlays in this response.

**Total of All Federal Spending Listed Above.** Enter the sum of the Total Federal Outlays for Adult, Dislocated Worker, and Youth Funding Stream Activities, Rapid Response Activities, Statewide Required Activities (up to 15%), plus Statewide Allowable Activities included in Table N. (Please note: Since this response is the sum of the amounts listed on each of the lines in the Total Federal Spending column, it should not exceed the sum of the other lines.)

**Table O: Local Performance**

Use the following definitions as well as the definitions contained earlier in the instructions to complete this table for each local area in the state:

**Local Area Name.** Record the name of the local area on the blank provided.

**ETA Assigned #.** Record the 5-digit ETA-assigned code for the local workforce investment area.

**Other State Indicators of Performance.** Provide a short description of the indicators of any other state indicators of performance (WIA section 136(d)(1)). Insert N/A if there were not any other state indicators of performance. Insert the negotiated level of performance and the actual performance level achieved on the other state indicators of performance.

**Overall Status of Local Performance.** Put an X in the box indicating whether the negotiated performance levels resulted in the local level meeting, exceeding or not meeting the negotiated levels of performance for the Core Indicators of Performance, the two customer satisfaction measures and other state indicators of performance, if any.

Important Note: To calculate the performance for Table O, states should use the performance specifications contained in the earlier instructions with one exception. Local level funding stream specifications differ from statewide specifications. The specifications below apply to local level performance calculated for Table O of this annual report.

| WIA Performance Group Specifications |   |
|--------------------------------------|---|
| Program                              | Specifications  |
| Adult                                | ADULT (LOCAL FORMULA) = 1   |
| Dislocated Worker                    | DISLOCATED WORKER (LOCAL FORMULA) = 1   |
| Older Youth                          | DATE OF FIRST WIA YOUTH SERVICE is not null and (YOUTH (STATEWIDE 15% ACTIVITIES) = 2 <b>or</b> (YOUTH (STATEWIDE 15% ACTIVITIES) = 0) <b>and</b> (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) >=19 <b>and</b> (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) <= 21 |
| Younger Youth                        | DATE OF FIRST WIA YOUTH SERVICE is not null and (YOUTH (STATEWIDE 15% ACTIVITIES) = 2 <b>or</b> (YOUTH (STATEWIDE 15% ACTIVITIES) = 0) <b>and</b> (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) >=14 <b>and</b> (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) <= 18 |
| Youth                                | DATE OF FIRST WIA YOUTH SERVICE is not null and (YOUTH (STATEWIDE 15% ACTIVITIES) = 2 <b>or</b> (YOUTH (STATEWIDE 15% ACTIVITIES) = 0) <b>and</b> (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) >=14 <b>and</b> (DATE OF FIRST YOUTH SERVICE - DATE OF BIRTH) <= 21 |

**Table P: Veterans' Priority of Service**

The following specifications provide guidance for states to calculate performance for veterans' priority of service for covered entrants for WIA programs during a specific reporting period:

This section outlines the mathematical formulae and data element specifications for states to report on the following performance measures:

For adults, dislocated workers, veterans, and youth covered entrants, use the following mathematical formula:

*Of those who are veterans at entry:*

# of veterans that received a service within 45 days of entry

---

# of veterans who entered during the qtr

*Of those who are veterans at entry:*

# of veterans that received a staff assisted service within 45 days of entry

---

# of veterans who entered during the qtr

| Table P. Veterans Priority of Service |   |   |
|---------------------------------------|---|---|
| Veterans Priority of Service          | Total Covered Entrants Who Reached the End of the Entry Period                            | Count of Unique RECORDs where ELIGIBLE VETERAN > 0 and DATE 45 DAYS FOLLOWING COVERED PERSON ENTRY DATE is within the reporting period  |
|                                       | Total Covered Entrants Who Received a Service During the Entry Period                     | Count of Unique RECORDs where (ELIGIBLE VETERAN > 0 and DATE 45 DAYS FOLLOWING COVERED PERSON ENTRY DATE is within the reporting period) <b>and</b> DATE OF PARTICIPATION/DATE OF FIRST CASE MANAGEMENT & REEMPLOYMENT SERVICE IS <= DATE 45 DAYS FOLLOWING COVERED PERSON ENTRY DATE |
|                                       | Percent of Covered Entrants Who Received a Service During the Entry Period                | Total Covered Entrants Who Received a Service During the Entry Period<br>divided by<br>Total Covered Entrants Who Reached the End of the Entry Period   |
|                                       | Total Covered Entrants Who Received a Staff Assisted Service During the Entry Period      | Count of Unique RECORDs where (ELIGIBLE VETERAN > 0 and DATE 45 DAYS FOLLOWING COVERED PERSON ENTRY DATE is within the reporting period) <b>and</b> DATE OF FIRST STAFF ASSISTED SERVICE <= DATE 45 DAYS FOLLOWING COVERED PERSON ENTRY DATE  |
|                                       | Percent of Covered Entrants Who Received a Staff Assisted Service During the Entry Period | Total Covered Entrants Who Received a Staff Assisted Service During the Entry Period<br>divided by<br>Total Covered Entrants Who Reached the End of the Entry Period  |

**Table Q: Veterans' Outcomes by Special Populations**

The following specifications provide guidance for states to calculate performance for Veterans' outcomes by special populations groups for WIA programs during a specific reporting period:

|   |   |   |
|---|---|---|
| <p>To calculate the measures in table Q, apply the filters described below to the specification for entered employment rate, employment retention rate and six-months average earnings shown below.</p> |   |   |
| <p><b>TABLE Q. Veterans' Outcomes by Special Populations</b></p>  |   |   |
| A   | Post 9/11 Era Veterans  | POST 9/11 VETERAN = 1   |
| B   | Post 9/11 Era Veterans who Received at least Intensive Services | Veteran = 1 and Post 9/11 Veteran = 1 <b>and</b> (DATE OF FIRST INTENSIVE SERVICE IS NOT NULL <b>or</b> DATE ENTERED TRAINING #1 is not null) |
| C   | TAP Workshop Veterans   | TAP WORKSHOP IN PRIOR 3 YEARS = 1   |

**Entered Employment Rate**

|                     |                          |   |
|---------------------|--------------------------|---|
| <b>Veterans EER</b> | Veterans EER Numerator   | Count of UNIQUE RECORDS where VETERAN <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98) |
|                     | Veterans EER Denominator | Count of UNIQUE RECORDS where VETERAN <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (EMPLOYMENT STATUS AT PARTICIPATION = 2 <b>or</b> EMPLOYMENT STATUS AT PARTICIPATION = 0) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)  |

**Employment Retention Rate**

|              |                                     |  |
|--------------|-------------------------------------|--|
| Veterans ERR | Veterans Retention Rate Numerator   | Count of UNIQUE RECORDS where VETERAN <b>and</b> MORE THAN SELF-SERVICE <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> ((EMPLOYED 2 <sup>ND</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 2 <sup>ND</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 2 <sup>ND</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 2 <sup>ND</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> ((EMPLOYED 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>RD</sup> QUARTER AFTER EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98) |
|              | Veterans Retention Rate Denominator | Count of UNIQUE RECORDS where VETERAN <b>and</b> MORE THAN SELF-SERVICE <b>and</b> ((EMPLOYED 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 1 <b>and</b> TYPE OF EMPLOYMENT MATCH 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER = 5) <b>or</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER THE EXIT QUARTER < 999999.99)) <b>and</b> DATE OF EXIT is within the report period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |

**Six-Months Average Earnings**

|                                     |   |  |
|-------------------------------------|---|--|
| Veterans Six-Month Average Earnings | Veterans Six-Month Average Earnings Numerator   | Sum of (WAGES 2 <sup>nd</sup> QUARTER AFTER THE EXIT QUARTER <b>and</b> WAGES 3 <sup>rd</sup> QUARTER AFTER THE EXIT QUARTER) where VETERAN <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 2 <sup>nd</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 2 <sup>nd</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 3 <sup>rd</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>rd</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98) |
|                                     | Veterans Six-Month Average Earnings Denominator | Count of unique RECORDS where VETERAN <b>and</b> MORE THAN SELF-SERVICE <b>and</b> (WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 1 <sup>ST</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 2 <sup>nd</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 2 <sup>nd</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> (WAGES 3 <sup>rd</sup> QUARTER AFTER EXIT QUARTER > 0 <b>and</b> WAGES 3 <sup>rd</sup> QUARTER AFTER EXIT QUARTER < 999999.99) <b>and</b> DATE OF EXIT is within the reporting period <b>and</b> (OTHER REASONS FOR EXIT is null <b>or</b> OTHER REASONS FOR EXIT = 00 <b>or</b> OTHER REASONS FOR EXIT = 98)   |

## APPENDIX D

### LITERACY/NUMERACY SPECIFICATIONS

#### I. SPECIFICATION CONVENTIONS

The Literacy/Numeracy specification that follows includes two sections:

1. The flowchart illustrates the factors that determine whether a youth is a success, only in the denominator, or excluded from the literacy/numeracy measure.
2. Detailed programmatic specifications follow the flowchart. These specifications have the following structure:
  - a. There are three columns for each specification. Column A identifies the component being specified (for example, the literacy/numeracy numerator). Column B provides the technical specification for each component. These components are written in pseudo-code to provide programmers and readers with precise, detailed instructions on how to program the measure. Column C describes the specifications in lay terms so that non-technical readers can understand the processes and decisions employed by programmers to calculate each component of the measure.
  - b. The literacy/numeracy specifications are divided into three sections. The first section provides the specifications for the numerator and denominator. The second section provides the specifications for the constructed variables used in the numerator and denominator specifications. The third section provides the reporting cohort table for the literacy/numeracy measure.

To make the specifications easier to read, they incorporate several conventions that fall into two categories.

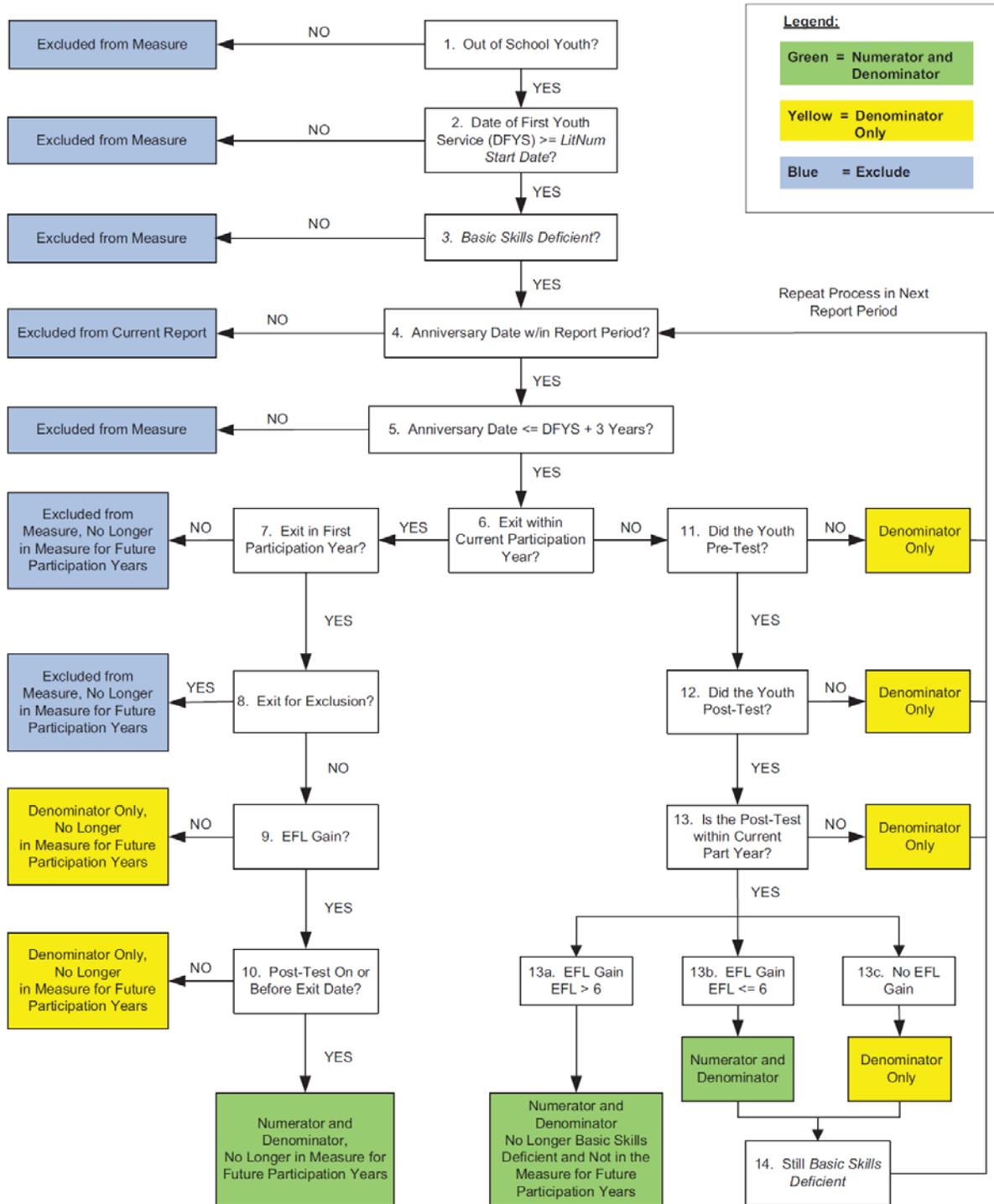
1. Conventions for data elements and constructed variables used in the calculations
  - a. WIASRD data element names are capitalized.
  - b. Constructed variables used in the specifications are capitalized and italicized.
  - c. Constructed variable definitions follow the numerator and denominator specifications.
2. Conventions for logical conditions
  - a. AND statements and OR statements are bolded for readability.
  - b. Corresponding conditions in OR statements are indented equally to show their correspondence.
  - c. AND statements are presented in separate boxes except for compound AND statements that involve a single variable, which are joined in a single box.
  - d. Parentheses are used to establish grouping of logical conditions that do not follow the normal order of operations.

## II. THE LITERACY/NUMERACY SPECIFICATION

The following update to the Literacy/Numeracy specification addresses the calculation of the measure for states that have been reporting on the measure for three years or more. The changes focus on policy issues and questions that states have raised over the last two years. More specifically, the specification incorporates the following issues:

- The determination of Basic Skills Deficiency has been updated to include all combinations of values in the Basic Literary Skills Deficient (WIASRD Element 802) and Pre-test Educational Functioning Level (WIASRD 1806, 1820, 1834) fields. As in the previous specifications, Post-test Educational Functioning Level fields (WIASRD 1809, 1812, 1815, 1823, 1826, 1829, 1837, 1840, 1843) are used to determine if the youth remains basic skills deficient.
- If an out-of-school, basic skills deficient youth does not have pre-test data by the end of the first participation year, then the youth will be included in the denominator only unless he or she had an exit-based exclusion during the year. If the youth still does not have pre-test data by the end of the second or third participation years, the youth will continue to be included in the denominator only unless he or she exited (with or without an exclusion) during the given participation year.
- If an out-of-school, basic skills deficient youth has a pre-test date after the end of the first participation year, the youth will be included in the denominator for the first year. If the youth has a pre-test date after the end of the second participation year, he or she will also be included in the denominator for second year. If the pre-test date is after the end of the third participation year, the youth will be included in the denominator for all three years.
- When creating the WIASRD and Data Reporting and Validation Software (DRVS) files, states should leave the post-test data fields blank for participation years in which the youth did not take a post-test. For example, if the youth's first post-test was in his or her second participation year, the Post-Test (Year 1) fields (WIASRD 1807-1809) should be left blank and the youth's results should be recorded in the Post-Test (Year 2) fields (WIASRD 1810-1812).
- If an out-of-school, basic skills deficient youth does not have a post-test date or has a post-test date after the end of a given participation year, then the youth will be included in that year's denominator only unless the youth has an exit-based exclusion during the participation year.
- The definition of Participation Year has been updated.
- Literacy/Numeracy eligible youth who are in the program for more than 3 years are excluded from the measure after their third participation year.
- Updates have been made to the valid values for the Type of Assessment Test (WIASRD 1802) field so that states can use the Wonderlic to measure educational functioning levels.

### Literacy/Numeracy Decision Path (Third and Subsequent Years After State Implements the Measure)



### III. LITERACY/NUMERACY DECISION PATH

Outcomes for the Literacy/Numeracy measure are based on multiple criteria including technical definitions of terminology such as “out-of-school” and “basic skills deficient,” pre- and post-test timing and results, reporting cohorts that are determined by the participant’s first youth service anniversary dates, and various exit considerations. The Literacy/Numeracy Decision Path flowchart sequentially illustrates how these criteria are used to determine the Literacy/Numeracy outcome for each youth who is potentially eligible for this measure. The following list explains each decision node along the path.

1. Is the individual an out-of-school youth according to the following ETA reporting definition of “out-of-school”? Out-of-school youth: A youth who is not attending school (even if the youth has a H.S. diploma or its equivalent) or is attending post-secondary school and is basic skills deficient. If yes, see item 2 below. If no, the individual is not in the measure.
2. Is the youth’s Date of First Youth Service on or after the date on which the state began reporting Literacy/Numeracy data? If yes, see item 3 below. If no, the youth is not in the measure. For most states, the Literacy/Numeracy start date is 7/1/2006. However, some states implemented the Literacy/Numeracy reporting requirements on 7/1/2005.
3. Is the youth Basic Skills Deficient (BSD)? Both WIASRD element 802 and the pre-test EFL scores determine whether a youth is BSD. If WIASRD 802 = 1 (yes), the youth is initially considered to be BSD. However, if when pre-tested, all pretest EFL scores are greater than 6, the youth is no longer considered to be BSD for Literacy/Numeracy purposes and is excluded from the measure. If yes, see item 4 below. If no, the youth is not in the measure.
4. Is there an anniversary of the youth’s Date of First Youth Service within the report period? If yes, see item 5 below. If no, the youth is not in the measure.

Literacy/Numeracy outcomes are measured on a yearly basis and are not determined until a full year has elapsed from the youth’s Date of First Youth Service. From that point on, the youth’s Literacy/Numeracy outcomes continue to appear in the quarterly and annual reports until the youth is excluded from or exits the measure based on the criteria described below.

5. Is the most recent anniversary of the Date of First Youth Service on or before the Date of First Youth Service plus 3 years? If yes, see item 6 below. If no, the youth is not in the measure.

Youth are excluded from the measure after their third participation year, even if they are still BSD.

6. Did the youth exit within the current participation year (i.e., during the most recent full participation year that the youth has completed)? If yes, see item 7 below. If no, see item 11.

Literacy/Numeracy outcomes for a particular participation year are not measured until the anniversary date for that participation year falls within the reporting period. At that point, a determination is made as to whether the youth completed the full year or exited before completing the full year.

7. If the youth exited during the current participation year, is the current participation year the youth's first participation year? If yes, see item 8 below? If no, the youth is excluded from the measure.

Youth are included in the measure for their first participation year whether or not they complete the full participation year. For the second and third participation years, youth are excluded from the measure if they exit before completing the full participation year.

8. If the youth exited during the first participation year, did he/she exit for an exclusion? If yes, the youth is excluded from the measure. If no, see item 9 below.
9. If the youth exited during the first participation year without an exclusion, was the youth pre-tested and then later post-tested with an EFL gain over the pre-test? If yes, see item 10 below. If no, the result is a negative outcome and the youth will be counted in the denominator only. In either case, the youth will not be included in the measure for future participation years because the youth has exited the program.
10. If the youth exited without an exclusion during the first participation year but had a post-test EFL gain, was the post-test date on or before the date of exit? If yes, the result is a positive outcome and the youth will be counted in both the numerator and denominator. If no, the result is a negative outcome and the youth will be counted in the denominator only. In either case, the youth will no longer be included in the measure for future participation years.
11. If the youth did not exit during the current participation year, did the youth take a pre-test? If yes, see item 12 below. If no, the result is a negative outcome and the youth will be counted in the denominator only.
12. If the youth did not exit during the current participation year and took a pre-test, did the youth also take a post-test? If yes, see item 13 below. If no, the result is a negative outcome and the youth will be counted in the denominator only.

13. If the youth took both a pre-test and a post-test, was the post-test taken within the current participation year? If yes, see items 13a-c below. If no, the result is a negative outcome and the youth will be counted in the denominator only.
- 13a. If the youth took a post-test within the current participation year, did the youth have an EFL gain and were the EFLs for the most recent post-tests greater than 6 for all functional areas? If yes, the result is a positive outcome and the youth will be counted in both the numerator and denominator. In addition, the youth will not be included in the Literacy/Numeracy calculations for future participation years. If no, see items 13b-c below. Please note that if the EFL scores for all functional areas are greater than 6, the youth is no longer BSD and will not be included in future participation years.
- 13b. If the youth took a post-test within the current participation year, did the youth have an EFL gain and was the EFL for the most recent post-test(s) less than or equal to 6 for at least one functional area? If yes, the result is a positive outcome and the youth will be counted in both the numerator and denominator. If no, see item 13c below.
- 13c. Did the youth post-test within the current participation year with no EFL gain? If yes, the result is a negative outcome and the youth will be counted in the denominator only.
14. If the youth is still BSD after post-testing, he/she will continue to be included in the measure for future participation years.

Youth with post-test EFL scores less than or equal to 6 for the most recent post-test for at least one of the functional areas is still basic skills deficient and must be processed by the model for the next participation year by returning to item 4 above for the next report period.

Youth with “No” for questions 11, 12, or 13 also remain basic skills deficient for the purposes of the Literacy/Numeracy measure and must be processed by the model for the next participation year by returning to item 4 above for the next report period.

V. LITERACY/NUMERACY NUMERATOR

| A. Measure   | B. Specification  | C. Explanation of the Specification   |
|--|---|---|
| Literacy/<br>Numeracy Gains<br>Youth (14-21) Numerator | Count of unique RECORDS where YOUTH <sup>1</sup>  | Includes Youth Records (those with youth funding who are between 14 and 21 years of age on the Date of First Youth Service)   |
|  | and<br>SCHOOL STATUS AT PARTICIPATION >= 3<br>and<br>BASIC LITERACY SKILLS DEFICIENCY (WIASRD Element 802) = 1) | And the youth is an out-of-school youth who is basic skills deficient as determined by WIASRD 802.<br><br>Note: For reporting purposes an out-of-school youth is a youth who is either not attending school or attending post-secondary school and is basic skills deficient as determined by WIASRD Element 802. WIASRD 802 is required for eligibility purposes only. |
|  | and<br>DATE OF FIRST YOUTH SERVICE => LIT-NUM START DATE  | The youth first received youth funded services on or after the date when the state first began to report on the literacy-numeracy measure.  |
|  | and<br>BASIC SKILLS DEFICIENT   | And basic skills deficient as determined by the appropriate pre- and post-tests.<br><br>Note: Youth who meet the above criteria and have not received a pre-test are treated as if they are basic skills deficient for the purposes of the literacy/numeracy measure.   |
|  | and<br>END OF CURRENT PARTICIPATION YEAR is within the reporting period   | And the current participation year is within the reporting period.  |
|  | and<br>END OF CURRENT PARTICIPATION YEAR =< END OF PARTICIPATION YEAR#3   | And the youth has not been in the program for more than 3 years.  |

<sup>1</sup> Italicized text refers to constructed variables; these variables are not in the WIASRD. Definitions for these variables are provided at the end of the literacy/numeracy specification.

**EMPLOYMENT AND TRAINING ADMINISTRATION**

| A. Measure | B. Specification   | C. Explanation of the Specification  |
|------------|--|--|
|            | and<br>PRE-TEST EDUCATIONAL FUNCTIONING LEVEL<br>is not null   | There must be a recorded pre-test EFL score for the functional area.   |
|            | and<br>a SUCCESSFUL POST-TEST COMPLETION<br>DATE >=<br>START OF CURRENT PARTICIPATION YEAR<br>and<br>SUCCESSFUL POST-TEST COMPLETION DATE<br><=<br>END OF CURRENT PARTICIPATION YEAR   | And there is a successful post-test completion date within the current participation year.   |
|            | and<br>(DATE OF EXIT is null<br>or<br>DATE OF EXIT > END OF CURRENT<br>PARTICIPATION YEAR<br>or<br>(DATE OF EXIT <= END OF<br>PARTICIPATION YEAR#1<br>and<br>END OF PARTICIPATION YEAR#1 is within<br>the reporting period))<br>and<br>(OTHER REASONS FOR EXIT is null<br>or<br>OTHER REASONS FOR EXIT = 00<br>or<br>OTHER REASONS FOR EXIT = 98<br>or<br>OTHER REASONS FOR EXIT = 99))) | And the participant did not exit, exited after the current participation year, or exited during the youth's first participation year without an exclusion. |

VI. LITERACY/NUMERACY DENOMINATOR

| A. Measure  | B. Specification   | C. Explanation of the Specification   |
|---|--|---|
| Literacy/<br>Numeracy Gains<br>Youth (14-21)<br>Denominator | Count of unique RECORDS where YOUTH  | Includes Youth Records (those with youth funding who are between 14 and 21 years of age on the Date of First Youth Service) who are basic skills deficient and out-of-school  |
|   | and<br>SCHOOL STATUS AT PARTICIPATION >= 3<br>and<br>BASIC LITERACY SKILLS DEFICIENCY<br>(WIASRD Element 802) = 1) | And the youth is an out-of-school youth who is basic skills deficient as determined by WIASRD 802.<br><br>Note: For reporting purposes and out-of-school youth is a youth who is either not attending school or attending post-secondary school and basic skills deficient as determined by WIASRD Element 802. WIASRD 802 is required for eligibility purposes only.                                       |
|   | and<br>DATE OF FIRST YOUTH SERVICE => LIT-NUM<br>START DATE  | The youth first received youth funded services on or after the date when the state first began to report on the literacy-numeracy measure.  |
|   | and<br>BASIC SKILLS DEFICIENT  | And basic skills deficient as determined by the appropriate pre- and post-tests.<br><br>Note: Youth who meet the above criteria and have not received a pre-test are treated as if they are basic skills deficient for the purposes of the literacy/numeracy measure.   |
|   | and<br>END OF CURRENT PARTICIPATION YEAR is<br>within the reporting period   | And the end of the current participation year is in the report period.<br><br>Note: Youth who meet the above criteria and do not pre-test will be in the denominator only on their anniversary date. Youth who do not take a post-test or take a post-test after the anniversary date of any participation year will also be in the denominator only for that participation year on their anniversary date. |

**EMPLOYMENT AND TRAINING ADMINISTRATION**

| A. Measure | B. Specification   | C. Explanation of the Specification   |
|------------|--|---|
|            | <p>and<br/>           END OF CURRENT PARTICIPATION YEAR =&lt;<br/>           END OF PARTICIPATION YEAR#3</p> <p>and<br/>           (DATE OF EXIT is null<br/>           or<br/>           DATE OF EXIT &gt; END OF<br/>           CURRENT PARTICIPATION<br/>           YEAR<br/>           or<br/>           (DATE OF EXIT &lt;= END OF<br/>           PARTICIPATION YEAR#1<br/>           and<br/>           END OF PARTICIPATION YEAR#1 is<br/>           within the reporting period))<br/>           and<br/>           (OTHER REASONS FOR EXIT is null<br/>           or<br/>           OTHER REASONS FOR EXIT = 00<br/>           or<br/>           OTHER REASONS FOR EXIT = 98)))</p> | <p>And the youth has not been in the program for more than 3 years.</p> <p>And the participant did not exit, exited after the current participation year, or exited during the youth's first participation year without an exclusion.</p> <p>Note: States should include youth who exit without an exclusion during the first participation year in the literacy/numeracy measure. Those youth who exit during the second or third participation years, however, are excluded from the measure for the participation year in which they exit.</p> |

## VII. CONSTRUCTED VARIABLE SPECIFICATIONS

The following tables provide specifications to calculate the constructed variables used for in literacy/numeracy specifications. These variables include:

1. YOUTH
2. BASIC SKILLS DEFICIENT
3. LIT-NUM START DATE
4. START OF PARTICIPATION YEAR, END OF PARTICIPATION YEAR, and CURRENT PARTICIPATION YEAR
5. SUCCESSFUL POST-TEST COMPLETION DATE

**EMPLOYMENT AND TRAINING ADMINISTRATION**

| A. Constructed Variable   | B. Specification  | C. Explanation of the Specification  |
|---------------------------|---|--|
| 1. Youth                  | Unique RECORDS where DATE OF FIRST YOUTH SERVICE is not null<br>and<br>DATE OF FIRST YOUTH SERVICE – DATE OF BIRTH >= 14 Years<br>and<br>DATE OF FIRST YOUTH SERVICE – DATE OF BIRTH < 22 Years   | Youth are WIA participants who receive youth funded services and are 14 years old or older and younger than 22 years old on the date of first youth service.   |
| 2. Basic Skills Deficient | ((EDUCATIONAL FUNCTIONING LEVEL <= 6<br>or<br>EDUCATIONAL FUNCTIONING LEVEL 2 <= 6<br>or<br>EDUCATIONAL FUNCTIONING LEVEL 3 <= 6)<br>or<br>(EDUCATIONAL FUNCTIONING LEVEL is null<br>and<br>EDUCATIONAL FUNCTIONING LEVEL 2 is null<br>and<br>EDUCATIONAL FUNCTIONING LEVEL 3 is null)) | Out-of-school youth participants who have not been pre-tested and are basic skills deficient as determined by WIASRD 802<br>or<br>who have at least 1 pre-test score that is less than or equal to 6 (WIASRD elements 1806, 1820, and 1834) are initially basic skills deficient for the purposes of this measure. |
|                           | and<br>((DATE ADMINISTERED POST-TEST #1 < START OF CURRENT PARTICIPATION YEAR<br>and<br>EDUCATIONAL FUNCTIONING LEVEL POST-TEST #1 > 0<br>and<br>EDUCATIONAL FUNCTIONING LEVEL POST-TEST #1 <=6)  | And if post-test #1 was administered prior to the start of the current participation year, the EFL must be 6 or less (participants with EFLs of 7 and 8 are no longer basic skills deficient).   |

| A. Constructed Variable                      | B. Specification  | C. Explanation of the Specification   |
|--|---|---|
| <p>2. Basic Skills Deficient (continued)</p> | <p>or<br/>           (DATE ADMINISTERED POST-TEST #1 =&gt; START OF CURRENT PARTICIPATION YEAR)<br/>           or<br/>           (DATE ADMINISTERED POST-TEST #1 is null and<br/>           (EDUCATIONAL FUNCTIONING LEVEL &lt;= 6 or<br/>           EDUCATIONAL FUNCTIONING LEVEL is null)))</p>   | <p>Or post-test #1 was administered after the start of the current participation year or there has been no post-test.</p>   |
|  | <p>and<br/>           ((DATE ADMINISTERED POST-TEST #2 &lt; START OF CURRENT PARTICIPATION YEAR and<br/>           EDUCATIONAL FUNCTIONING LEVEL POST-TEST #2 &gt; 0 and<br/>           EDUCATIONAL FUNCTIONING LEVEL POST-TEST #2 &lt;= 6)<br/>           or<br/>           (DATE ADMINISTERED POST-TEST #2 =&gt; START OF CURRENT PARTICIPATION YEAR)<br/>           or<br/>           (DATE ADMINISTERED POST-TEST #2 is null and<br/>           (EDUCATIONAL FUNCTIONING LEVEL &lt;= 6 or<br/>           EDUCATIONAL FUNCTIONING LEVEL is null)))</p> | <p>Applies the same criteria to post-test 2 that were applied to post-test 1.</p> <p>Note: We do not test post-test #3 to determine basic skills deficiency because youths do not need to be post-tested after their third year in the program.</p> |

| A. Constructed Variable                      | B. Specification  | C. Explanation of the Specification  |
|--|---|--|
| <p>2. Basic Skills Deficient (continued)</p> | <p>or</p> <p>((DATE ADMINISTERED POST-TEST #4 &lt; START OF CURRENT PARTICIPATION YEAR and EDUCATIONAL FUNCTIONING LEVEL POST-TEST #4 &gt; 0 and EDUCATIONAL FUNCTIONING LEVEL POST- TEST #4 &lt;= 6) or (DATE ADMINISTERED POST-TEST #4 =&gt; START OF CURRENT PARTICIPATION YEAR or (DATE ADMINISTERED POST-TEST #4 is null and EDUCATIONAL FUNCTIONING LEVEL 2 &lt;= 6 and EDUCATIONAL FUNCTIONING LEVEL 2 is not null)))</p> <p>and</p> <p>((DATE ADMINISTERED POST-TEST #5 &lt; START OF CURRENT PARTICIPATION YEAR and EDUCATIONAL FUNCTIONING LEVEL POST-TEST #5 &gt; 0 and EDUCATIONAL FUNCTIONING LEVEL POST- TEST #5 &lt;= 6) or (DATE ADMINISTERED POST-TEST #5 =&gt; START OF CURRENT PARTICIPATION YEAR or (DATE ADMINISTERED POST-TEST #5 is null and EDUCATIONAL FUNCTIONING LEVEL 2 &lt;= 6 and EDUCATIONAL FUNCTIONING LEVEL 2 is not null)))</p> <p>or</p> <p>((DATE ADMINISTERED POST-TEST #7 &lt; START OF CURRENT PARTICIPATION YEAR and EDUCATIONAL FUNCTIONING LEVEL POST-TEST #7 &gt; 0 and EDUCATIONAL FUNCTIONING LEVEL POST- TEST #7 &lt;= 6) or (DATE ADMINISTERED POST-TEST #7 =&gt; START OF CURRENT PARTICIPATION YEAR or (DATE ADMINISTERED POST-TEST #7 is null and EDUCATIONAL FUNCTIONING LEVEL 3 &lt;= 6 and EDUCATIONAL FUNCTIONING LEVEL 3 is not null)))</p> <p>and</p> <p>((DATE ADMINISTERED POST-TEST #8 &lt; START OF CURRENT PARTICIPATION YEAR and EDUCATIONAL FUNCTIONING LEVEL POST-TEST #8 &gt; 0 and EDUCATIONAL FUNCTIONING LEVEL POST- TEST #8 &lt;= 6) or (DATE ADMINISTERED POST-TEST #8 =&gt; START OF CURRENT PARTICIPATION YEAR or (DATE ADMINISTERED POST-TEST #8 is null and EDUCATIONAL FUNCTIONING LEVEL 3 &lt;= 6 and EDUCATIONAL FUNCTIONING LEVEL 3 is not null)))</p> | <p>Applies the same criteria to the 2nd functional area (post-tests 4–5) and 3rd functional area (post-tests 7–8) that are applied to the 1st functional area (post-tests 1–2).</p> <p>Note: We do not test post-tests #6 and #9 to determine basic skills deficiency because youths do not need to be post- tested after their third year in the program.</p> |



**EMPLOYMENT AND TRAINING ADMINISTRATION**

| A. Constructed Variable | B. Specification   | C. Explanation of the Specification  |
|-------------------------|--|--|
| 3. Lit-Num Start Date   | If a state implements the literacy/numeracy measure for PY2005, then the LIT-NUM START DATE = 7/1/2005.<br><br>If a state implements the literacy/numeracy measure for PY2006, then the LIT-NUM START DATE = 7/1/2006. | For states implementing in PY2005, the LitNum Start Date is 7/1/2005.<br><br>For states implementing in PY2006, the LitNum Start Date is 7/1/2006. |

| A. Constructed Variable              | B. Specification  | C. Explanation of the Specification  |
|--------------------------------------|---|--|
| <p>4. Current Participation Year</p> | <p>Year #1:<br/>           Start of Participation Year#1 = Date of First Youth Service<br/>           End of Participation Year#1 = Date of First Youth Service + 1 Year<br/>           Year #2:<br/>           Start of Participation Year#2 = Date of First Youth Service + 1 Year + 1 Day<br/>           End of Participation Year#2 = Date of First Youth Service + 2 Years<br/> <br/>           Year #3:<br/>           Start of Participation Year#3 = Date of First Youth Service + 2 Years + 1 Day<br/>           End of Participation Year#3 = Date of First Youth Service + 3 Years<br/> <br/>           If END OF PARTICIPATION YEAR #1 &gt;= start of the reporting period<br/>           and<br/>           END OF PARTICIPATION YEAR #1 &lt;= end of the reporting period<br/>           Then set START OF CURRENT PARTICIPATION YEAR = START OF PARTICIPATION YEAR #1<br/>           and<br/>           END OF CURRENT PARTICIPATION YEAR = END OF PARTICIPATION YEAR #1<br/> <br/>           If END OF PARTICIPATION YEAR #2 &gt;= start of the reporting period<br/>           and<br/>           END OF PARTICIPATION YEAR #2 &lt;= end of the reporting period<br/>           Then set START OF CURRENT PARTICIPATION YEAR = START OF PARTICIPATION YEAR #2<br/>           and<br/>           END OF CURRENT PARTICIPATION YEAR = END OF PARTICIPATION YEAR #2<br/> <br/>           If END OF PARTICIPATION YEAR #3 &gt;= start of the reporting period<br/>           and<br/>           END OF PARTICIPATION YEAR #3 &lt;= end of the reporting period<br/>           Then set START OF CURRENT PARTICIPATION YEAR = START OF PARTICIPATION YEAR #3<br/>           and<br/>           END OF CURRENT PARTICIPATION YEAR = END OF PARTICIPATION YEAR #3</p> | <p>Literacy/Numeracy results for each participant are calculated based on the Date of First Youth Service and each subsequent anniversary of that date. The Current Participation Year establishes the one-year period for which results are currently being calculated for each participant based on the reporting periods specified in the participant cohort table. The Current Participation Year is the last full year based on the Date of First Youth Service and the anniversary of the Date of First Youth Service during which the youth was a participant.</p> <p>Note: Youth are included in the measure only through the end of their third participation year.</p> |

EMPLOYMENT AND TRAINING ADMINISTRATION

| A. Constructed Variable                 | B. Specification   | C. Explanation of the Specification   |
|---|--|---|
| 5. Successful Post-Test Completion Date | Set SUCCESSFUL POST-TEST COMPLETION DATE = DATE ADMINISTERED POST-TEST (YEAR #1)   | Set successful post-test completion date equal to the date administered post-test (Year#1)        |
|   | where EDUCATIONAL FUNCTIONING LEVEL (YEAR #1) minus EDUCATIONAL FUNCTIONING LEVEL > 0  | Where the Educational Functional Level (EFL) for the first post-test is greater than the pre-test |
|   | and<br>EDUCATIONAL FUNCTIONING LEVEL =< 6  | And the youth was basic skills deficient in the first functional area.                            |
|   | and<br>(DATE OF EXIT is null<br>or<br>DATE OF EXIT => DATE ADMINISTERED POST-TEST (YEAR  | And there is no exit date or the exit date is after the first post-test                           |
|   | and<br>DATE ADMINISTERED POST-TEST (YEAR #1) => DATE OF FIRST YOUTH SERVICE<br>and<br>DATE ADMINISTERED POST-TEST (YEAR #1) =< END OF PARTICIPATION YEAR#1 | And the post-test is within the first year that the youth is in the program.                      |
|   | and<br>END OF PARTICIPATION YEAR #1 >= start of the report period<br>And<br>END OF PARTICIPATION YEAR #1 =< end of the report period                       | And the end of the first participation year is within the report period                           |

EMPLOYMENT AND TRAINING ADMINISTRATION

| A. Constructed Variable | B. Specification   | C. Explanation of the Specification   |
|-------------------------|--|---|
|                         | <p>or</p> <p>Set SUCCESSFUL POST-TEST COMPLETION DATE =<br/>DATE ADMINISTERED POST-TEST (YEAR #2)<br/>where<br/>           (EDUCATIONAL FUNCTIONING LEVEL (YEAR #2)<br/>minus EDUCATIONAL FUNCTIONING LEVEL<br/>(YEAR #1) &gt; 0 and<br/>           EDUCATIONAL FUNCTIONING LEVEL(YEAR #1) is not null<br/>and<br/>           EDUCATIONAL FUNCTIONING LEVEL(YEAR #1) =&lt; 6)</p> <p>or</p> <p>(EDUCATIONAL FUNCTIONING LEVEL(YEAR #1) is null<br/>and<br/>           EDUCATIONAL FUNCTIONING LEVEL is not null<br/>and<br/>           EDUCATIONAL FUNCTIONING LEVEL (YEAR #2) minus<br/>           EDUCATIONAL FUNCTIONING LEVEL &gt; 0<br/>and<br/>           EDUCATIONAL FUNCTIONING LEVEL =&lt; 6)</p> <p>and</p> <p>(DATE OF EXIT is null<br/>or<br/>           DATE OF EXIT &gt; END OF PARTICIPATION YEAR#2)</p> <p>and</p> <p>(DATE ADMINISTERED POST-TEST (YEAR #2) &gt;=<br/>START OF PARTICIPATION YEAR#2<br/>and<br/>           (DATE ADMINISTERED POST-TEST (YEAR #2) =&lt;<br/>END OF PARTICIPATION YEAR#2<br/>and<br/>           END OF PARTICIPATION YEAR#2 &gt;= start of the report period<br/>and<br/>           END OF PARTICIPATION YEAR#2 =&lt; end of the report period</p> | <p>Or set successful post-test completion date equal to the date administered post-test (Year #2) if:</p> <p>a. the second post-test is greater than the first post- test<br/>           b. or if there is no post-test (year #1), post-test (year #2) is greater than the pre-test<br/>           c. and the youth has not exited or exited after the end of the second participation year<br/>           d. and took the second post-test during the second participation year.</p> |

| A. Constructed Variable | B. Specification  | C. Explanation of the Specification   |
|-------------------------|---|---|
|                         | <p>or</p> <p>Set SUCCESSFUL POST-TEST COMPLETION DATE =<br/>DATE ADMINISTERED POST-TEST (YEAR #3)<br/>where<br/>((EDUCATIONAL FUNCTIONING LEVEL (YEAR #3) minus<br/>EDUCATIONAL FUNCTIONING LEVEL(YEAR #2) &gt; 0<br/>and<br/>EDUCATIONAL FUNCTIONING LEVEL(YEAR #2) is not null<br/>and<br/>EDUCATIONAL FUNCTIONING LEVEL(YEAR #2) =&lt; 6)<br/>or<br/>(EDUCATIONAL FUNCTIONING LEVEL(YEAR #2) is null<br/>and<br/>EDUCATIONAL FUNCTIONING LEVEL(YEAR #1) is not null<br/>and<br/>EDUCATIONAL FUNCTIONING LEVEL (YEAR #3)<br/>minus EDUCATIONAL FUNCTIONING LEVEL<br/>(YEAR #1) &gt; 0 and<br/>EDUCATIONAL FUNCTIONING LEVEL(YEAR #1) =&lt; 6)<br/>or<br/>(EDUCATIONAL FUNCTIONING LEVEL(YEAR #2) is null<br/>and<br/>EDUCATIONAL FUNCTIONING LEVEL(YEAR #1) is null<br/>and<br/>EDUCATIONAL FUNCTIONING LEVEL is not null<br/>and<br/>EDUCATIONAL FUNCTIONING LEVEL (YEAR #3) minus<br/>EDUCATIONAL<br/>FUNCTIONING LEVEL<br/>&gt; 0 and<br/>EDUCATIONAL FUNCTIONING LEVEL =&lt; 6))<br/>and<br/>(DATE OF EXIT is null<br/>or<br/>DATE OF EXIT =&gt; END OF PARTICIPATION YEARS#3<br/>and<br/>(DATE ADMINISTERED POST-TEST (YEAR #3) &gt;=<br/>START OF PARTICIPATION YEAR#3<br/>and<br/>DATE ADMINISTERED POST-TEST (YEAR #3) =&lt;<br/>END OF PARTICIPATION YEAR#3<br/>(continued on next page)</p> | <p>C. Explanation of the Specification</p> <p>Or set successful test completion date equal to the date administered post-test (Year #3) if:</p> <ul style="list-style-type: none"> <li>a. the third post-test is greater than the second post-test</li> <li>b. or if there is no post-test (year #2), post-test (year #3) is greater than the post-test (year #1)</li> <li>c. or if there are no post-tests (years #2 and #1), post-test (year #3) is greater than the pre-test</li> <li>d. and the youth has not exited or exited after the end of the third participation year</li> <li>e. and took the third post-test during the third participation year.</li> </ul> |



**EMPLOYMENT AND TRAINING ADMINISTRATION**

| A. Constructed variable | B. Specification  | C. Explanation of the Specification                        |
|-------------------------|---|--|
|                         | (continued)<br>and<br>END OF PARTICIPATION YEAR#3 >= start of the report period<br>and<br>END OF PARTICIPATION YEAR#3=< end of the report period  |  |
|                         | (If the SUCCESSFUL POST-TEST COMPLETION DATE is still null after reviewing the first functional area, repeat the procedure for functional areas 2 and 3 to determine if there are successes for the report period.) | Repeat the prior steps for the two other functional areas. |

**APPENDIX E**  
**LITERACY/NUMERACY SPECIFICATIONS**  
**EFL Crosswalk**

| New EFL | Old EFL | ABE                               | ESL                         | Basic Skills Deficient     |
|---------|---------|-----------------------------------|-----------------------------|----------------------------|
| 1       | 1       |                                   | Beginning ESL Literacy      | Basic Skills Deficient     |
| 2       |         |                                   | Low Beginning ESL Literacy  |                            |
| 3       |         | Beginning ABE Literacy            | High Beginning ESL Literacy |                            |
| 4       | 2       | Beginning Basic Education         | Low Intermediate ESL        |                            |
| 5       | 3       | Low Intermediate Basic Education  | High Intermediate ESL       |                            |
| 6       | 4       | High Intermediate Basic Education | Advanced ESL                |                            |
| 7       | 5       | Low Adult Secondary Education     | Exit ESL                    | Not Basic Skills Deficient |
| 8       | 6       | High Adult Secondary Education    |                             |                            |

**APPENDIX F**  
**LITERACY/NUMERACY SPECIFICATIONS**  
**Educational Functioning Level (EFL) Descriptors Levels**

| Outcome Measures Definitions   |  |   |   |
|--|--|---|---|
| EDUCATIONAL FUNCTIONING LEVEL DESCRIPTORS—ADULT BASIC EDUCATION LEVELS   |  |   |   |
| Literacy Level   | Basic Reading and Writing  | Numeracy Skills   | Functional and Workplace Skills   |
| <p><b>Beginning ABE Literacy</b></p> <p><i>Test Benchmark:</i><br/>                     TABE (7–8 and 9–10) scale scores (grade level 0–1.9):<br/>                     Reading: 367 and below<br/>                     Total Math: 313 and below<br/>                     Language: 392 and below</p> <p>CASAS scale scores:<br/>                     Reading: 200 and below<br/>                     Math: 200 and below<br/>                     Writing: 200 and below</p> <p>ABLE scale scores (grade level 0–1.9):<br/>                     Reading: 523 and below<br/>                     Math: 521 and below</p> | <p>Individual has no or minimal reading and writing skills. May have little or no comprehension of how print corresponds to spoken language and may have difficulty using a writing instrument. At the upper range of this level, individual can recognize, read, and write letters and numbers but has a limited understanding of connected prose and may need frequent re-reading. Can write a limited number of basic sight words and familiar words and phrases; may also be able to write simple sentences or phrases, including very simple messages. Can write basic personal information. Narrative writing is disorganized and unclear, inconsistently uses simple punctuation (e.g., periods, commas, question marks), and contains frequent errors in spelling.</p> | <p>Individual has little or no recognition of numbers or simple counting skills or may have only minimal skills, such as the ability to add or subtract single digit numbers.</p>         | <p>Individual has little or no ability to read basic signs or maps and can provide limited personal information on simple forms. The individual can handle routine entry level jobs that require little or no basic written communication or computational skills and no knowledge of computers or other technology.</p>  |
| <p><b>Beginning Basic Education</b></p> <p><i>Test Benchmark:</i><br/>                     TABE (7–8 and 9–10) scale scores (grade level 2–3.9):<br/>                     Reading: 368–460<br/>                     Total Math: 314–441<br/>                     Language: 393–490</p> <p>CASAS scale scores:<br/>                     Reading: 201–210<br/>                     Math: 201–210<br/>                     Writing: 201–225</p> <p>ABLE scale scores (grade level 2–3.9):<br/>                     Reading: 525–612<br/>                     Math: 530–591</p>  | <p>Individual can read simple material on familiar subjects and comprehend simple and compound sentences in single or linked paragraphs containing a familiar vocabulary; can write simple notes and messages on familiar situations but lacks clarity and focus. Sentence structure lacks variety, but individual shows some control of basic grammar (e.g., present and past tense) and consistent use of punctuation (e.g., periods, capitalization).</p>   | <p>Individual can count, add, and subtract three digit numbers, can perform multiplication through 12, can identify simple fractions, and perform other simple arithmetic operations.</p> | <p>Individual is able to read simple directions, signs, and maps, fill out simple forms requiring basic personal information, write phone messages, and make simple changes. There is minimal knowledge of and experience with using computers and related technology. The individual can handle basic entry level jobs that require minimal literacy skills; can recognize very short, explicit, pictorial texts (e.g., understands logos related to worker safety before using a piece of machinery); and can read want ads and complete simple job applications.</p> |

**Notes:** The descriptors are *entry-level* descriptors and are illustrative of what a typical student functioning at that level should be able to do. They are not a full description of skills for the level. ABLE = Adult Basic Learning Examination; CASAS = Comprehensive Adult Student Assessment System; SPL = student performance levels; and TABE = Test of Adult Basic Education.

| Outcome Measures Definitions   |  |  |  |
|--|--|--|--|
| EDUCATIONAL FUNCTIONING LEVEL DESCRIPTORS—ADULT BASIC EDUCATION LEVELS   |  |  |  |
| Literacy Level   | Basic Reading and Writing  | Numeracy Skills  | Functional and Workplace Skills  |
| <p><b>Low Intermediate Basic Education</b></p> <p><i>Test Benchmark:</i><br/> <i>TABE (7–8 and 9–10) scale scores (grade level 4–5.9):</i><br/>                     Reading: 461–517<br/>                     Total Math: 442–505<br/>                     Language: 491–523</p> <p><i>CASAS scale scores:</i><br/>                     Reading: 211–220<br/>                     Math: 211–220<br/>                     Writing: 226–242</p> <p><i>ABLE scale scores (grade level 4–5.9):</i><br/>                     Reading: 613–644<br/>                     Math: 593–641</p>  | <p>Individual can read text on familiar subjects that have a simple and clear underlying structure (e.g., clear main idea, chronological order); can use context to determine meaning; can interpret actions required in specific written directions; can write simple paragraphs with a main idea and supporting details on familiar topics (e.g., daily activities, personal issues) by recombining learned vocabulary and structures; and can self and peer edit for spelling and punctuation errors.</p> | <p>Individual can perform with high accuracy all four basic math operations using whole numbers up to three digits and can identify and use all basic mathematical symbols.</p>  | <p>Individual is able to handle basic reading, writing, and computational tasks related to life roles, such as completing medical forms, order forms, or job applications; and can read simple charts, graphs, labels, and payroll stubs and simple authentic material if familiar with the topic. The individual can use simple computer programs and perform a sequence of routine tasks given direction using technology (e.g., fax machine, computer operation). The individual can qualify for entry level jobs that require following basic written instructions and diagrams with assistance, such as oral clarification; can write a short report or message to fellow workers; and can read simple dials and scales and take routine measurements.</p>                  |
| <p><b>High Intermediate Basic Education</b></p> <p><i>Test Benchmark:</i><br/> <i>TABE (7–8 and 9–10) scale scores (grade level 6–8.9):</i><br/>                     Reading: 518–566<br/>                     Total Math: 506–565<br/>                     Language: 524–559</p> <p><i>CASAS scale scores:</i><br/>                     Reading: 221–235<br/>                     Math: 221–235<br/>                     Writing: 243–260</p> <p><i>ABLE scale score (grade level 6–8.9):</i><br/>                     Reading: 646–680<br/>                     Math: 643–693</p> <p><i>WorkKeys scale scores:</i><br/>                     Reading for Information: 75–78<br/>                     Writing: 75–77<br/>                     Applied Mathematics: 75–77</p> | <p>Individual is able to read simple descriptions and narratives on familiar subjects or from which new vocabulary can be determined by context and can make some minimal inferences about familiar texts and compare and contrast information from such texts but not consistently. The individual can write simple narrative descriptions and short essays on familiar topics and has consistent use of basic punctuation but makes grammatical errors with complex structures.</p>                        | <p>Individual can perform all four basic math operations with whole numbers and fractions; can determine correct math operations for solving narrative math problems and can convert fractions to decimals and decimals to fractions; and can perform basic operations on fractions.</p> | <p>Individual is able to handle basic life skills tasks such as graphs, charts, and labels and can follow multistep diagrams; can read authentic materials on familiar topics, such as simple employee handbooks and payroll stubs; can complete forms such as a job application and reconcile a bank statement. Can handle jobs that involve following simple written instructions and diagrams; can read procedural texts, where the information is supported by diagrams, to remedy a problem, such as locating a problem with a machine or carrying out repairs using a repair manual. The individual can learn or work with most basic computer software, such as using a word processor to produce own texts, and can follow simple instructions for using technology.</p> |

| Outcome Measures Definitions  |  |  |  |
|---|--|--|--|
| EDUCATIONAL FUNCTIONING LEVEL DESCRIPTORS—ADULT SECONDARY EDUCATION LEVELS  |  |  |  |
| Literacy Level  | Basic Reading and Writing  | Numeracy Skills  | Functional and Workplace Skills  |
| <p><b>Low Adult Secondary Education</b></p> <p><i>Test Benchmark:</i><br/> <i>TABE (7–8 and 9–10): scale scores (grade level 9–10.9):</i><br/>                     Reading: 567–595<br/>                     Total Math: 566–594<br/>                     Language: 560–585</p> <p><i>CASAS scale scores:</i><br/>                     Reading: 236–245<br/>                     Math: 236–245<br/>                     Writing: 261–270</p> <p><i>ABLE scale scores (grade level 9–10.9):</i><br/>                     Reading: 682–697<br/>                     Math: 694–716</p> <p><i>WorkKeys scale scores:</i><br/>                     Reading for Information: 79–81<br/>                     Writing: 78–85<br/>                     Applied Mathematics: 78–81</p>  | <p>Individual can comprehend expository writing and identify spelling, punctuation, and grammatical errors; can comprehend a variety of materials such as periodicals and nontechnical journals on common topics; can comprehend library reference materials and compose multiparagraph essays; can listen to oral instructions and write an accurate synthesis of them; and can identify the main idea in reading selections and use a variety of context issues to determine meaning. Writing is organized and cohesive with few mechanical errors; can write using a complex sentence structure; and can write personal notes and letters that accurately reflect thoughts.</p> | <p>Individual can perform all basic math functions with whole numbers, decimals, and fractions; can interpret and solve simple algebraic equations, tables, and graphs and can develop own tables and graphs; and can use math in business transactions.</p> | <p>Individual is able or can learn to follow simple multistep directions and read common legal forms and manuals; can integrate information from texts, charts, and graphs; can create and use tables and graphs; can complete forms and applications and complete resumes; can perform jobs that require interpreting information from various sources and writing or explaining tasks to other workers; is proficient using computers and can use most common computer applications; can understand the impact of using different technologies; and can interpret the appropriate use of new software and technology.</p>  |
| <p><b>High Adult Secondary Education</b></p> <p><i>Test Benchmark:</i><br/> <i>TABE (7–8 and 9–10): scale scores (grade level 11–12):</i><br/>                     Reading: 596 and above<br/>                     Total Math: 595 and above<br/>                     Language: 586 and above</p> <p><i>CASAS scale scores:</i><br/>                     Reading: 246 and above<br/>                     Math: 246 and above<br/>                     Writing: 271 and above</p> <p><i>ABLE scale scores (grade level 11–12):</i><br/>                     Reading: 699 and above<br/>                     Math: 717 and above</p> <p><i>WorkKeys scale scores:</i><br/>                     Reading for Information: 82–90<br/>                     Writing: 86–90<br/>                     Applied Mathematics: 82–90</p> | <p>Individual can comprehend, explain, and analyze information from a variety of literacy works, including primary source materials and professional journals, and can use context cues and higher order processes to interpret meaning of written material. Writing is cohesive with clearly expressed ideas supported by relevant detail, and individual can use varied and complex sentence structures with few mechanical errors.</p>  | <p>Individual can make mathematical estimates of time and space and can apply principles of geometry to measure angles, lines, and surfaces and can also apply trigonometric functions.</p>  | <p>Individual is able to read technical information and complex manuals; can comprehend some college level books and apprenticeship manuals; can function in most job situations involving higher order thinking; can read text and explain a procedure about a complex and unfamiliar work procedure, such as operating a complex piece of machinery; can evaluate new work situations and processes; and can work productively and collaboratively in groups and serve as facilitator and reporter of group work. The individual is able to use common software and learn new software applications; can define the purpose of new technology and software and select appropriate technology; can adapt use of software or technology to new situations; and can instruct others, in written or oral form, on software and technology use.</p> |

| Outcome Measures Definitions   |  |  |   |
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| EDUCATIONAL FUNCTIONING LEVEL DESCRIPTORS—ENGLISH AS A SECOND LANGUAGE LEVELS  |  |  |   |
| Literacy Level   | Listening and Speaking   | Basic Reading and Writing  | Functional and Workplace Skills   |
| <b>Beginning ESL Literacy</b><br><i>Test Benchmark:</i><br><i>CASAS scale scores:</i><br>Reading: 180 and below<br>Listening: 180 and below<br>Oral BEST: 0–15 (SPL 0–1)<br>BEST Plus: 400 and below (SPL 0–1)<br>BEST Literacy: 0–7 (SPL 0–1) | Individual cannot speak or understand English, or understands only isolated words or phrases.  | Individual has no or minimal reading or writing skills in any language. May have little or no comprehension of how print corresponds to spoken language and may have difficulty using a writing instrument.  | Individual functions minimally or not at all in English and can communicate only through gestures or a few isolated words, such as name and other personal information; may recognize only common signs or symbols (e.g., stop sign, product logos); can handle only very routine entry-level jobs that do not require oral or written communication in English. There is no knowledge or use of computers or technology.   |
| <b>Low Beginning ESL</b><br><i>Test benchmark:</i><br><i>CASAS scale scores</i><br>Reading: 181–190<br>Listening: 181–190<br>Writing: 136–145<br>Oral BEST 16–28 (SPL 2)<br>BEST Plus: 401–417 (SPL 2)<br>BEST Literacy: 8–35 (SPL 2)          | Individual can understand basic greetings, simple phrases and commands. Can understand simple questions related to personal information, spoken slowly and with repetition. Understands a limited number of words related to immediate needs and can respond with simple learned phrases to some common questions related to routine survival situations. Speaks slowly and with difficulty. Demonstrates little or no control over grammar. | Individual can read numbers and letters and some common sight words. May be able to sound out simple words. Can read and write some familiar words and phrases, but has a limited understanding of connected prose in English. Can write basic personal information (e.g., name, address, telephone number) and can complete simple forms that elicit this information.  | Individual functions with difficulty in social situations and in situations related to immediate needs. Can provide limited personal information on simple forms, and can read very simple common forms of print found in the home and environment, such as product names. Can handle routine entry level jobs that require very simple written or oral English communication and in which job tasks can be demonstrated. May have limited knowledge and experience with computers. |
| <b>High Beginning ESL</b><br><i>Test benchmark:</i><br><i>CASAS scale scores</i><br>Reading: 191–200<br>Listening: 191–200<br>Writing: 146–200<br>Oral BEST 29–41 (SPL 3)<br>BEST Plus: 418–438 (SPL 3)<br>BEST Literacy: 36–46 (SPL 3)        | Individual can understand common words, simple phrases, and sentences containing familiar vocabulary, spoken slowly with some repetition. Individual can respond to simple questions about personal everyday activities, and can express immediate needs, using simple learned phrases or short sentences. Shows limited control of grammar.   | Individual can read most sight words, and many other common words. Can read familiar phrases and simple sentences but has a limited understanding of connected prose and may need frequent re-reading.<br><br>Individual can write some simple sentences with limited vocabulary. Meaning may be unclear. Writing shows very little control of basic grammar, capitalization and punctuation and has many spelling errors. | Individual can function in some situations related to immediate needs and in familiar social situations. Can provide basic personal information on simple forms and recognizes simple common forms of print found in the home, workplace and community. Can handle routine entry level jobs requiring basic written or oral English communication and in which job tasks can be demonstrated. May have limited knowledge or experience using computers.                             |

| Outcome Measures Definitions  |   |  |  |
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| EDUCATIONAL FUNCTIONING LEVEL DESCRIPTORS—ENGLISH AS A SECOND LANGUAGE LEVELS   |   |  |  |
| Literacy Level  | Listening and Speaking  | Basic Reading and Writing  | Functional and Workplace Skills  |
| <p><b>Low Intermediate ESL</b></p> <p><i>Test Benchmark:</i><br/> CASAS scale scores:<br/> Reading: 201–210<br/> Listening: 201–210<br/> Writing: 201–225</p> <p>Oral BEST: 42–50 (SPL 4)<br/> BEST Plus: 439–472 (SPL 4)<br/> BEST Literacy: 47–53 (SPL 4)</p> | <p>Individual can understand simple learned phrases and limited new phrases containing familiar vocabulary spoken slowly with frequent repetition; can ask and respond to questions using such phrases; can express basic survival needs and participate in some routine social conversations, although with some difficulty; and has some control of basic grammar.</p>                                  | <p>Individual can read simple material on familiar subjects and comprehend simple and compound sentences in single or linked paragraphs containing a familiar vocabulary; can write simple notes and messages on familiar situations but lacks clarity and focus. Sentence structure lacks variety but shows some control of basic grammar (e.g., present and past tense) and consistent use of punctuation (e.g., periods, capitalization).</p>   | <p>Individual can interpret simple directions and schedules, signs, and maps; can fill out simple forms but needs support on some documents that are not simplified; and can handle routine entry level jobs that involve some written or oral English communication but in which job tasks can be demonstrated. Individual can use simple computer programs and can perform a sequence of routine tasks given directions using technology (e.g., fax machine, computer).</p>  |
| <p><b>High Intermediate ESL</b></p> <p><i>Test Benchmark:</i><br/> CASAS scale scores:<br/> Reading: 211–220<br/> Listening: 211–220<br/> Writing: 226–242</p> <p>Oral BEST: 51–57 (SPL 5) BEST Plus: 473–506 (SPL 5) BEST<br/> Literacy: 54–65 (SPL 5-6)</p>   | <p>Individual can understand learned phrases and short new phrases containing familiar vocabulary spoken slowly and with some repetition; can communicate basic survival needs with some help; can participate in conversation in limited social situations and use new phrases with hesitation; and relies on description and concrete terms. There is inconsistent control of more complex grammar.</p> | <p>Individual can read text on familiar subjects that have a simple and clear underlying structure (e.g., clear main idea, chronological order); can use context to determine meaning; can interpret actions required in specific written directions; can write simple paragraphs with main idea and supporting details on familiar topics (e.g., daily activities, personal issues) by recombining learned vocabulary and structures; and can self and peer edit for spelling and punctuation errors.</p> | <p>Individual can meet basic survival and social needs, can follow some simple oral and written instruction, and has some ability to communicate on the telephone on familiar subjects; can write messages and notes related to basic needs; can complete basic medical forms and job applications; and can handle jobs that involve basic oral instructions and written communication in tasks that can be clarified orally. Individual can work with or learn basic computer software, such as word processing, and can follow simple instructions for using technology.</p> |

| Outcome Measures Definitions   |  |   |   |
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| EDUCATIONAL FUNCTIONING LEVEL DESCRIPTORS—ENGLISH AS A SECOND LANGUAGE LEVELS  |  |   |   |
| Literacy Level   | Listening and Speaking   | Basic Reading and Writing   | Functional and Workplace Skills   |
| <p><b>Advanced ESL</b><br/> <b>Test Benchmark:</b><br/> <b>CASAS scale scores:</b><br/>                     Reading: 221–235<br/>                     Listening: 221–235<br/>                     Writing: 243–260</p> <p>Oral BEST 58–64 (SPL 6)<br/>                     BEST Plus: 507–540 (SPL 6)<br/>                     BEST Literacy: 66 and above (SPL 7)</p> <p>Exit Criteria:<br/>                     CASAS Reading and Listening: 236 and above</p> <p>CASAS Writing: 261 and above<br/>                     Oral BEST 65 and above (SPL 7)<br/>                     BEST Plus: 541 and above (SPL 7)</p> | <p>Individual can understand and communicate in a variety of contexts related to daily life and work. Can understand and participate in conversation on a variety of everyday subjects, including some unfamiliar vocabulary, but may need repetition or rewording. Can clarify own or others' meaning by rewording. Can understand the main points of simple discussions and informational communication in familiar contexts. Shows some ability to go beyond learned patterns and construct new sentences. Shows control of basic grammar but has difficulty using more complex structures. Has some basic fluency of speech.</p> | <p>Individual can read moderately complex text related to life roles and descriptions and narratives from authentic materials on familiar subjects. Uses context and word analysis skills to understand vocabulary, and uses multiple strategies to understand unfamiliar texts. Can make inferences, predictions, and compare and contrast information in familiar texts. Individual can write multi-paragraph text (e.g., organizes and develops ideas with clear introduction, body, and conclusion), using some complex grammar and a variety of sentence structures. Makes some grammar and spelling errors. Uses a range of vocabulary.</p> | <p>Individual can function independently to meet most survival needs and to use English in routine social and work situations. Can communicate on the telephone on familiar subjects. Understands radio and television on familiar topics. Can interpret routine charts, tables and graphs and can complete forms and handle work demands that require non-technical oral and written instructions and routine interaction with the public. Individual can use common software, learn new basic applications, and select the correct basic technology in familiar situations.</p> |