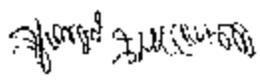


<b>U. S. Department of Labor</b> Employment and Training Administration Washington, D.C. 20210	<b>CLASSIFICATION</b> ONE STOP/LMI
	<b>CORRESPONDENCE SYMBOL</b> LMI
	<b>DATE</b> July 25, 2000

TRAINING AND EMPLOYMENT GUIDANCE LETTER NO. 3-00

**TO:** : ALL STATE WORKFORCE LIAISONS  
ALL STATE WORKER ADJUSTMENT LIAISONS  
ALL STATE EMPLOYMENT SECURITY AGENCIES  
ALL ONE-STOP CAREER CENTER SYSTEM LEADS

for  
**FROM:** : LENITA JACOBS-SIMMONS  
Deputy Assistant Secretary



**SUBJECT** : Allocations and Information for Program Year 2000  
Cost Reimbursable Grants: One-Stop for the  
Occupational Employment Statistics (OES) Survey

1. Purpose. To provide planning estimates and guidance for Program Year (PY) 2000 State One-Stop Occupational Employment Statistics (OS/OES) grant funds, by State, for the OES survey.

2. References. The Wagner-Peyser Act, Section 7(d); 29 CFR Parts 93, 96, 97 and 98; and OMB Circular A-87.

3. Background. Authorization for the cost reimbursable grant is provided in the Wagner-Peyser Act, Section 7(d). Separate One-Stop LMI (PY 2000 Wagner-Peyser) funds are being used to provide State Employment Security Agencies (SESAs) with cost reimbursable grants to support OS/OES.

For PY 2000, \$10.0 million will be allocated for the maintenance and improvement of the OES survey; \$9,690,600 will be allocated by formula to the fifty States, the District of Columbia, Puerto Rico, Guam, and the Virgin Islands. Of this amount \$2,250,000 is to cover the period from July 1, 2000 until September 30, 2000, and is the amount, prorated by quarter, that has been given from this source since July 1, 1999. States will also receive \$7,750,000 to cover the last three quarters of the Program Year, i.e., through June 30, 2001.

<b>RESCISSIONS</b> None	<b>EXPIRATION DATE</b> June 30, 2001
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In 1999, the Employment and Training Administration (ETA) distributed funds to all States to cover the cost of participating in the collection of the "certainty unit" pilot effort. Those States which did not choose to participate in that effort will have their OES funds reduced in PY 2000 by the amount earmarked for that collection. This is reflected in the funding distribution table (Attachment II). The total amount withheld from all of the non-pilot States (\$309,400) will be allocated to the OES Policy Council for council administration and research toward program improvement.

The Bureau of Labor Statistics (BLS) will assume full funding responsibility for the OES as of July 1, 2001.

4. Grant Officer Authority. Pursuant to Training and Employment Information Notice No. 24-99, grant officer authority for the ES Base Formula allotments to States and the ES Cost Reimbursable Grants is being transferred from the ETA Regional Offices to the National Office. Specific procedures for funding and implementing these grants are being developed by the Office of Grants and Contract Management and will be provided separately.

5. Allocations. The allocations for the distribution of the \$10.0 million in One-Stop LMI funds for each State and to the OES Policy Council for PY 2000 are listed by Region in Attachment II. A Notice of Obligation for the annual amount will be issued to States upon approval of their plans.

6. Reporting. States are to plan for total expenditures (exclusive of "carry in" funds) by calendar quarter. A separate Financial Status Report (SF-269) must be submitted quarterly by each State for each funding code for each year of funds provided, until such time as all funds have been expended or the period of availability has expired. Previous year fund balances will remain and should be expended under the current ETA (Regional Office) and State, Master Agreement. Program Year 2000 funds will be allocated and expended pursuant to a new agreement. With respect to OES deliverables produced under these grants, States must submit a brief progress report every 6 months to the ETA National and Regional Offices (due each January 31 and July 31) indicating the progress of accomplishment against the OS/OES plan narratives.

7. Grant Effective Date. The target effective date for funding these grants is July 1, 2000, subject to submission of an approvable plan. The plan narrative for these funds should be consistent with the plan developed under the existing arrangements with the BLS, through the BLS Cooperative Agreement with the States.

8. Action Required. SESA Administrators are requested to:

- a. Immediately transmit this planning issuance to the appropriate State staff; and
- b. Submit two copies of the PY 2000, OS/OES Annual Plan to the appropriate Regional Office and one copy to the ETA National Office, Attention: Steve Aaronson. Plans should be prepared in accordance with Attachments I, II, III, and IV (Grant Procedures, Allocations, Plan Narrative Instructions, and BLS' OES Program Deliverables) and be submitted to the appropriate Regional Office, Attention: OS/OES contact.

The Plan must include:

- i. Transmittal Letter;
- ii. Application for Federal Assistance (SF 424);
- iii. Budget (SF 424A - Section D only);
- iv. Plan Narrative: these plans should include what activities and products will be delivered with PY 2000 funds (only).

9. Inquiries. Questions may be directed to Steve Aaronson (Office of Workforce Security, Division of USES/ALMIS) at 202-219-9092 x151. All questions involving deliverables required by the BLS Cooperative Agreement should be directed to Bruce Montgomery at (202) 691-6517. All questions regarding grant and financial issues should be directed to Gwendolyn Baron-Simms or Fred Tello at (202) 219-7092, extension 138 or 129, respectively.

10. Attachments.

- I. Grant Procedures
- II. Allocations for PY 2000
- III. OS/OES Plan Narrative
- IV. BLS' OES Program Deliverables