

**One-Stop/Occupation Employment Statistics Details  
for Developing Plan Narrative Instructions to States**

**Basic Objectives**

Funds are being provided to the States under Wagner-Peyser authority for the maintenance of the OES survey. This is the OS/OES contribution to the OES as part of the joint ETA /BLS funded program.

ETA will designate \$10.0 million as its contribution towards the maintenance of the OES survey conducted by the States under the direction of the BLS.

**Current Status of the Occupational Employment Statistics**

Since 1996, the ETA and the BLS have jointly funded the OES. ETA funds came from the Alien Labor Certification and the OS/OES office. This action reflects the funds from the OS/OES source exclusively.

**Available Funds**

Funds to award these grants have been appropriated as part of the \$100 million One-Stop Career Centers line item within the Employment Service budget.

**Formula for Basic OES Funding**

The formula for distribution of OES funds to the States is as follows:

- 1.) Take 20 percent of available funds and distribute as follows:
  - Provide \$6,000 each for Guam and Virgin Islands
  - Divide remainder equally to each State, D.C. and Puerto Rico
- 2.) Take 70 percent of available funds and distribute based upon the percent that each State, D.C., Guam, Virgin Islands, and Puerto Rico has of the OES sample size; each sample unit of 250 employment or more counts as 2 units.
- 3.) Take 10 percent of available funds and distribute based upon the percent that each State, D.C., Guam, Virgin Islands, and Puerto Rico has of the total number of areas in the sample.

## **Work Plan and Schedule**

As a condition for receipt of PY 2000 funds, the State must submit a plan narrative describing the specifics of each planned activity and product, including significant milestones, a listing of estimated costs and principal customers. Any anticipated equipment or property purchase or capital expenditure over \$25,000 must be identified in the Plan. At a minimum, the plan narrative should include a schedule for delivery of the products in conjunction with such activities as specified in the existing Cooperative Agreement with the BLS. An excerpt from the BLS Agreement is provided for reference purposes in Attachment IV.

## **Performance Standards**

Performance will be evaluated based on standards established under the BLS Cooperative Agreement. Fund utilization will be reviewed against the quarterly spending plan. When expenditures are substantially below plan, ETA may deobligate funds for redistribution.

## **Reporting**

A separate Financial Status Report (SF-269-Long-Form) must be submitted by each State quarterly 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. Quarterly reports are due 30 days after the end of the quarter.

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 narrative. In addition, States will also submit hard copies of products when they become available to the ETA National Office, Division of USES/ALMIS, Attention: Steve Aaronson. States may choose to send electronic copies of the State progress reports to Steve Aaronson. In the event a State chooses to do so, these reports should be e-mailed ([saaronson@doleta.gov](mailto:saaronson@doleta.gov)) in either Word Perfect or PDF format.