

<b>TRAINING AND EMPLOYMENT NOTICE</b>	<b>NO.</b> 8-21
	<b>DATE</b> September 24, 2021

**TO:** APPRENTICESHIP GRANTEES  
H-1B JOB TRAINING PROGRAM GRANTEES  
INDIAN AND NATIVE AMERICAN PROGRAM SECTION 166 GRANTEES  
JOB CORPS CENTER DIRECTORS  
NATIONAL DISLOCATED WORKER GRANT GRANTEES  
NATIONAL FARMWORKER JOBS PROGRAM GRANTEES  
RAPID RESPONSE COORDINATORS  
REENTRY EMPLOYMENT OPPORTUNITIES PROGRAM GRANTEES  
SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM GRANTEES  
STATE APPRENTICESHIP AGENCIES  
STATE DIRECTORS, OFFICE OF APPRENTICESHIP  
STATE MONITOR ADVOCATES  
STATE WORKFORCE ADMINISTRATORS STATE WORKFORCE  
AGENCIES  
STATE WORKFORCE LIAISONS  
STATE AND LOCAL WORKFORCE DEVELOPMENT BOARD CHAIRS  
AND DIRECTORS  
STATE DIRECTORS FOR VETERANS' EMPLOYMENT AND TRAINING  
STATE WORKFORCE AGENCY VETERANS COORDINATORS  
TRADE ADJUSTMENT ASSISTANCE LEADS YOUTHBUILD PROGRAM  
GRANTEES

**FROM:** LENITA JACOBS-SIMMONS   
Acting Assistant Secretary

**SUBJECT:** Timeline for the Implementation of the Amendments to Performance Reporting Information Collection Requests (ICRs) in the Workforce Integrated Performance System (WIPS)

- 1. Purpose.** To announce the timeline for data collection and reporting using the renewed ICRs for performance data collection approved by the Office of Management and Budget (OMB) (OMB Control Numbers 1205-0526 and 1205-0521), including amendments to the Participant Individual Record Layout (PIRL) and submission through WIPS.
- 2. Action Requested.** All grantees operating programs included in this collection and reporting in WIPS should review the renewed ICRs and update existing data collection instruments and systems for implementation of the amended reporting requirements according to the

timelines established in section 4 of this notice. The renewed ICRs are available at: <https://www.dol.gov/agencies/eta/performance/reporting>.

### **3. Summary and Background.**

- a. Summary – This notice announces the timeline for implementing the renewed performance ICRs in WIPS. The following programs are impacted:
- Workforce Innovation and Opportunity Act (WIOA) title I Adult, Dislocated Worker, and Youth programs;
  - WIOA title III Wagner-Peyser Act Employment Service program;
  - Indian and Native American Program (INAP) (authorized under WIOA sec. 166);
  - Job Corps (authorized under WIOA sec. 141);
  - National Dislocated Worker Grants (DWG) (authorized under WIOA sec. 170);
  - National Farmworker Jobs Program (NFJP) (authorized under WIOA sec. 167);
  - Reentry Employment Opportunities (REO) programs (authorized under WIOA sec. 169);
  - YouthBuild (authorized under WIOA sec. 171);
  - Apprenticeship Grants (authorized under the National Apprenticeship Act).
  - H-1B Job Training Programs (authorized under section 414(c) of the American Competitiveness and Workforce Improvement Act of 1998);
  - Jobs for Veterans State Grants (authorized under 38 U.S.C. chapter 41);
  - Senior Community Service Employment Program (SCSEP) (authorized under title V of the Older Americans Act of 1965); and
  - Trade Adjustment Assistance programs (authorized under chapter 2 of title II of the Trade Act of 1974).
- b. Background – In June 2016, the Department of Labor (DOL) and the Department of Education (ED) jointly issued a WIOA data collection entitled “WIOA Common Performance Reporting” (OMB Control No. 1205-0526), including a “Joint PIRL.” DOL also issued a DOL-only data collection in June 2016, entitled “DOL-Only Performance Accountability Information and Reporting System (OMB Control No. 1205-0521),” including a “DOL-only PIRL” that included all of the data elements in the Joint PIRL. Both of these collections were amended and renewed as detailed below.

On May 5, 2021, OMB approved an amendment to OMB Control No. 1205-0526 and renewed the collection through May 31, 2024. OMB Control No. 1205-0526 contains the following forms:

- WIOA Statewide Performance Report Template and WIOA Local Performance Report Template (ETA-9169);
- WIOA Joint Participant Individual Record Layout (PIRL) (ETA-9170); and
- WIOA Eligible Training Provider (ETP) Performance Report Definitions (ETA-9171).

On June 7, 2021, OMB approved an amendment to OMB Control No. 1205-0521 and renewed the collection through June 30, 2024. OMB Control No. 1205-0521 contains the following forms:

- DOL-only PIRL (ETA-9172);
- Quarterly Performance Report (QPR) (ETA-9173); and
- Pay for Performance Report (ETA-9174).

NOTE: Form ETA-9173 contains a standard version of the QPR as well as program specific QPR layouts for Apprenticeship Grants (Adult and Youth), DWG, INAP, Job Corps, NFJP, REO (Adult and Youth), SCSEP, and YouthBuild.

The data collections in these ICRs with ED fulfill requirements in WIOA sec. 116(d)(1), which mandates that the Secretaries of Labor and Education develop a template for the annual performance reports states, local boards, and eligible training providers are required to use for reporting on outcomes achieved by the WIOA core programs. Pursuant to WIOA sec. 116(d)(2), required annual data for the core programs include, among others, those related to primary performance indicators, participant counts and costs, and barriers to employment.

4. **Implementation of the Renewed WIOA ICR in WIPS.** The renewed performance ICRs are available at: <https://www.dol.gov/agencies/eta/performance/reporting/> in the section labeled “PY 2022 Reporting Requirements.” Red-lined versions displaying changes contained in these ICRs are available at: <https://performancereporting.workforcegps.org/resources/2021/08/06/12/09/Performance-Reporting-Implementation-and-Resources>.

These ICRs revise and update certain aspects of the existing information collection instruments, as well as add some additional program-specific variations of the QPR (ETA-9173).

Included in the revisions to OMB Control No. 1205-0526 are adjustments to the WIOA Statewide Performance Report Template and WIOA Local Performance Report Template (ETA-9169), which is the annual report for title I and title III formula programs; WIOA Joint PIRL (ETA-9170); and WIOA ETP Performance Report Definitions (ETA-9171). Adjustments include clarifications to data elements and alignments to published guidance and policy.

Included in the revisions to OMB Control No. 1205-0521 are adjustments to the DOL-only PIRL (ETA-9172). Specifically, this includes:

- The addition of a column for the collection of performance data relating to Dislocated Worker Projects (demonstrations and pilots) authorized under WIOA sec. 169(c);
- Quarterly Performance Report (QPR) (ETA-9173) adjustments to add:
  - Program-specific layouts for the REO Adult and REO Youth grants, and
  - Youth specifications/template for Apprenticeship grants.

These revisions include clarifications to data elements, and alignment of data collection and reports to published guidance and policy.

## Effective Date of Implementation

DOL is staggering the implementation dates of these various changes based on the consideration of pertinent factors, such as the urgency of the need for the adjustments and the burden associated with implementing the changes. The tables below describe the dates on which grantees are required to implement data collection according to the new requirements as well as the first reporting due date for submission using the amended format(s). Table 1 describes the implementation timeline for each form, while Table 2 describes the program-specific implementation timeline for the changes to the PIRL (ETA-9172) and QPRs (ETA-9173). In the tables, “Implementation Date” indicates the date on which grantees are required to start collecting data in accordance with the amended changes and the “Report Due Date” indicates the first report due date where these changes will be required.

<b>Form</b>	<b>OMB Control Number</b>	<b>Revisions</b>	<b>Implementation Date</b>	<b>Report Due Date</b>
ETA-9169	1205-0526	Yes	7/1/2022	10/2/2023
ETA-9170	1205-0526	Yes	7/1/2022	11/15/2022
ETA-9171	1205-0526	Yes	7/1/2021	10/3/2022
Annual Statewide Performance Narrative	1205-0526	No	N/A	N/A
ETA-9172	1205-0521	Yes	Varies – See Table 2	
ETA-9173	1205-0521	Yes	Varies – See Table 2	
ETA-9174	1205-0521	No	N/A	N/A

<b>Program</b>	<b>PIRL Changes</b>	<b>QPR Changes</b>	<b>Implementation Date</b>	<b>Report Due Date</b>
Apprenticeship	Yes	Yes	7/1/2021	11/15/2021
H-1B	Yes	No	7/1/2021	11/15/2021
INAP	Yes	No	7/1/2021	11/15/2021
Job Corps	Yes	No	7/1/2021	11/15/2021
NFJP	Yes	No	7/1/2021	11/15/2021
JVSG	Yes	No	7/1/2022	11/15/2022
REO	Yes	Yes	7/1/2022	11/15/2022
TAA	Yes	No	7/1/2022	11/15/2022
WIOA titles I and III	Yes	No	7/1/2022	11/15/2022
YouthBuild	Yes	No	7/1/2022	11/15/2022

It is important to note:

- For the Program Year (PY) 2020 and PY 2021 WIOA Annual Performance Reports (ETA-9169)—due to DOL by October 1, 2021, and October 3, 2022, respectively—

WIOA title I and III grantees will continue to use the Annual Report version for formula programs approved in 2018 that is posted on:  
<https://www.dol.gov/agencies/eta/performance/reporting>.

- For programs where PIRL or QPR implementation is not required until July 1, 2022, grantees will have a choice of submitting in WIPS using either “PIRL 2018” or “PIRL 2020” for all quarters that end prior to the implementation date.
- These changes to the PIRL, once implemented, will be referred to as “PIRL 2021” in WIPS. “PIRL 2021” will be available to all grantees starting Quarter 1 of PY 2021, regardless of program or implementation date.
- State ETP performance reports (ETA-9171) for PY 2020 are due on October 1, 2021 and must be submitted in the format approved in 2018.
- All DOL quarterly performance reports submitted in WIPS are due on the 15<sup>th</sup> day of the second month of the subsequent quarter, as described in the table 3 below.

<b>Quarter End Date</b>	<b>Reports Due Date</b>
September 30	November 15
December 31	February 15
March 31	May 15
June 30	August 15

**5. Inquiries.** Direct questions regarding this guidance to the appropriate Employment and Training Administration regional office, or national program office, as appropriate. Submit technical questions specific to reporting in WIPS using the Technical Assistance Request form within WIPS or the external request form available at:  
[https://www.doleta.gov/performance/wips/WIPS\\_Technical\\_Assistance\\_Request.cfm](https://www.doleta.gov/performance/wips/WIPS_Technical_Assistance_Request.cfm).

**6. References.**

- Workforce Innovation and Opportunity Act (WIOA) (Pub. L. 113-128), enacted July 22, 2014;
- Wagner-Peyser Act, as amended (29 U.S.C. 49 et seq.);
- American Competitiveness and Workforce Improvement Act of 1998 (Pub. L. 105-277) (as amended);
- The Trade Act of 1974, as amended (Title II, Chapter 2);
- Title 38, United States Code, Chapters 41 and 42 (Jobs for Veterans State Grants);
- The Older Americans Act, as amended (Title V of Pub. L. 89-73);
- The National Apprenticeship Act (50 Stat. 664; 29 U.S.C. 50);
- WIOA Common Performance Reporting, Office of Management and Budget (OMB) Control No. 1205-0526, approved May 2021, expiration May 31, 2024, available at: <https://www.dol.gov/agencies/eta/performance/reporting>; and
- DOL-Only Performance Accountability Information and Reporting System, OMB Control No. 1205-0521, approved June 2021, expiration June 30, 2024, available at: <https://www.dol.gov/agencies/eta/performance/reporting>.

**7. Attachment(s).** Not Applicable