

TRAINING AND EMPLOYMENT NOTICE	NO. 19-19
	DATE March 23, 2020

TO: STATE AND LOCAL STAKEHOLDERS IN THE WORKFORCE
INNOVATION AND OPPORTUNITY ACT (WIOA)
STATE WORKFORCE AGENCIES
STATE WORKFORCE ADMINISTRATORS
STATE WORKFORCE LIAISONS
H-1B JOB TRAINING PROGRAM GRANT RECIPIENTS
INDIAN AND NATIVE AMERICAN (INA) PROGRAM GRANT
RECIPIENTS
JOB CORPS CONTRACTORS
JOBS FOR VETERANS STATE GRANTS (JVSG) GRANT RECIPIENTS
STATE MONITOR ADVOCATES
NATIONAL FARMWORKER JOBS PROGRAM (NFJP)
GRANT RECIPIENTS
NATIONAL DISLOCATED WORKER GRANT RECIPIENTS
SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM (SCSEP)
GRANT RECIPIENTS
TRADE ADJUSTMENT ASSISTANCE (TAA) LEADS
YOUTHBUILD GRANT RECIPIENTS

FROM: JOHN PALLASCH /s/
Assistant Secretary

SUBJECT: Announcing the Approval of the Non-Material Revision to the Department of Labor (DOL)-only Performance Accountability, Information, and Reporting System Information Collection Request

1. **Purpose.** To announce the approval and implementation of the non-material revision to the “Department of Labor (DOL)-only Performance Accountability, Information, and Reporting System” Information Collection Request (ICR) (DOL-only ICR) (OMB Control Number: 1205-0521), including the addition of program-specific Quarterly Performance Report (QPR) layouts.
2. **Action Requested.** All grant recipients included in the DOL-only ICR listed below and reporting in the Workforce Integrated Performance System (WIPS) should review their program-specific QPR layouts and the Participant Individual Record Layout (PIRL) (available at: <https://www.doleta.gov/performance/reporting/>) to view the updated data collection and reporting instruments. The updates to the PIRL are effective no later than July 1, 2020. The program-specific QPR layouts will be implemented in WIPS by the end of Program Year (PY) 2020. The following programs are impacted:
 - National Dislocated Worker Grants (authorized under the Workforce Innovation and Opportunity Act (WIOA) sec. 170);

**EMPLOYMENT AND TRAINING ADMINISTRATION
U.S. DEPARTMENT OF LABOR
WASHINGTON, D.C. 20210**

- National Farmworker Jobs Program (authorized under WIOA sec. 167);
- Indian and Native American Program (authorized under WIOA sec. 166);
- YouthBuild (authorized in WIOA sec. 171);
- H-1B Job Training Programs (authorized under section 414(c) of the American Competitiveness and Workforce Improvement Act of 1998);
- Job Corps (authorized under WIOA sec. 141); and
- Senior Community Service Employment Program (authorized under title V of the Older Americans Act of 1965).

3. Summary and Background.

- a. Summary – OMB has approved DOL’s non-material update to the PIRL and program-specific QPR layouts under the existing DOL-only ICR.
- b. Background – In June 2016, DOL issued a DOL-only ICR entitled “DOL-Only Performance Accountability Information and Reporting System” (OMB Control No. 1205-0521). This ICR included a “DOL-only PIRL” that included all of the data elements relevant to DOL-administered employment and training programs as well as a QPR layout for aggregating relevant performance indicators and participant demographics. This non-material change revises the standard QPR layout to meet the needs of each program’s reporting requirements and created program-specific QPR layouts while maintaining WIOA reporting requirements.

4. Details. The data collected in the DOL-only ICR include the data that are needed to fulfill the requirements of the “WIOA Common Performance Reporting” ICR (OMB Control No. 1205-0526) that was jointly established by DOL and the Department of Education to fulfill requirements in WIOA Sec. 116(d)(1). WIOA Sec. 116(d)(1) mandates that the Secretaries of Labor and Education develop a template for the annual performance reports to be used by States, local boards, and training providers for reporting on outcomes achieved by the WIOA programs. In addition to helping meet these requirements, the DOL-only ICR created the QPR layouts for reporting on these results quarterly. DOL has published a non-material change to the approved DOL-only ICR. This change accomplishes the following:

1. Improves data collection and reporting and achieves program reporting requirements without changing the current level of burden.
 - a. Grant recipients now will have the ability to review program-specific data prior to certifying reports in WIPS. This change will provide additional validation that the data are accurate and valid. Grant recipients also will receive estimations of what to expect for the measures listed on their respective QPR.
2. Establishes DOL program-specific QPR layouts for DOL-administered programs. These QPR layouts will display performance outcomes in alignment with WIOA, as well as program-specific information. These programs were approved to collect the data required for these QPR layouts prior to the non-material change, and this non-material change will not require additional data collection or increase the burden on grant recipients. The new QPR layouts use this approved data that these grant recipients submit to DOL. Each new QPR layout follows common aggregation rules,

so the data displayed are consistent across programs. These reports are generated within WIPS and will not require any action on the part of the grant recipient beyond uploading the PIRL file for their grant(s).

3. Updates program reporting requirements in the PIRL for DOL-administered programs to align with their respective QPR layouts and ensures complete collection and reporting. This will involve “checking” and “unchecking”¹ data element collection requirements for these programs to ensure that the data elements necessary for consistent aggregations across programs are collected. Attachment I lists the revisions made to the PIRL.

5. **Inquiries.** Please direct inquiries to the appropriate Program or Regional Office.

6. **References.**

- 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 (Pub. L. 93-618), as amended by the Trade Adjustment Assistance Reauthorization Act of 2015 (TAARA 2015 or 2015 Program), (Pub. L. No. 114-27, Title IV);
- Title 38, United States Code, Chapters 41 and 42 (Jobs for Veterans State Grants);
- The Older Americans Act of 1965 (Pub. L. 89-73), as amended in 2006 by the Older Americans Act Amendments of 2000 (Pub. L. 106-501 Section 503(a)(1), as reauthorized, Pub. L. 114-144 April 19, 2016); and
- DOL-Only Performance Accountability Information and Reporting System, OMB Control No. 1205-0521, approved June 2016, and DOL-Only Performance Accountability Information and Reporting System, OMB Control No. 1205-0521, expiration June 30, 2021 (amended January 2018 and June 2018), both available at: <https://doleta.gov/performance/reporting/>.

7. **Attachment.**

- Attachment I – List of PIRL Revisions

¹ “Check in the PIRL” indicates that this data element is now applicable to the programs listed. “Uncheck in the PIRL” indicates that this data element no longer applies.