TRAINING AND EMPLOYMENT NOTICE	NO. 40-16
	DATE April 11, 2017

TO: STATE WORKFORCE AGENCIES
STATE WORKFORCE LIAISONS
STATE AND LOCAL WORKFORCE DEVELOPMENT BOARDS
STATE VETERANS EMPLOYMENT AND TRAINING DIRECTORS
WORKFORCE INNOVATION AND OPPORTUNITY ACT SECTION 166
INDIAN AND NATIVE AMERICAN GRANTEES
JOB CORPS CENTER DIRECTORS
ETA REGIONAL ADMINISTRATORS
ALL DEPARTMENT OF LABOR, EMPLOYMENT AND TRAINING
ADMINISTRATION GRANTEES

FROM: BYRON ZUIDEMA /s/
Deputy Assistant Secretary

SUBJECT: Workforce Integrated Performance System (WIPS) User Resource Library
Information Page

1. **Purpose.** To provide information on the virtual WIPS User Resource Library Information Page, which contains a growing library of documents intended to help WIPS users better understand the workflow of the system and provide answers to frequently asked questions.

2. **References.**
   - Workforce Innovation and Opportunity Act (WIOA) (Pub. L. 113-128), Title I
   - The WIOA Joint Rule for Unified and Combined State Plans, Performance Accountability, and the One-Stop System Joint Provisions (Joint WIOA Final Rule) (81 FR 55791)
   - Training and Employment Guidance Letter No. 10-16: *Performance Accountability Guidance for Workforce Innovation and Opportunity Act (WIOA) Title I, Title II, Title III and Title IV Core Programs*
   - Training and Employment Notice (TEN) No. 8-16: *Implementation of an Integrated Performance Reporting System for Multiple Employment and Training Administration (ETA) and Veterans' Employment and Training Service (VETS) Administered Programs*

3. **Background.** The performance accountability provisions authorized by WIOA became operational on July 1, 2016. WIOA establishes performance accountability measures for its Title I core programs (Adult, Dislocated Worker, and Youth), as well as the National Farmworker Jobs Program, the Indian and Native American Program, Job Corps, and YouthBuild. It also establishes the performance accountability measures for Title II Adult Basic Education, Title III Wagner-Peyser Act Employment Services, and Title IV Vocational Rehabilitation Services. These performance accountability measures ensure accountability for the outcomes for individuals served by those programs.

Under WIOA, the workforce system is aligned to provide integrated services to job seekers and employers while increasing accountability by maximizing data use. To further these goals, several Department of Labor (the Department) partner programs in WIOA have adopted the WIOA performance measures, including other Employment and Training Administration (ETA) administered programs such as the Reentry Employment Opportunities, H-1B Job Training Program grantees (those that began July 1, 2016 and later), and Trade Adjustment Assistance, as well as the Jobs for Veterans State Grants administered by the Veterans' Employment and Training Service (VETS). The Senior Community Service Employment Program (SCSEP) currently is being updated to align with the WIOA performance measures.

To facilitate performance reporting, ETA developed the WIPS – an electronic performance reporting system for the Department's employment and training grants. WIPS was launched on July 1, 2016, and many WIOA programs have been submitting performance information into the system since the quarter ending September 30, 2016 (some competitive/discretionary programs will begin utilizing WIPS at a later time; please see TEN 8-16, referenced above, for additional information about each program's performance system transition). The system continues to evolve, with significant enhancements scheduled throughout calendar year 2017. In an effort to keep users informed in a timely manner of system changes and enhancements, ETA maintains a page on its performance website with the latest WIPS-related information and developments, referred to as the WIPS User Resource Library Information Page.

4. **Content: WIPS User Resource Library Information Page.** The WIPS User Resource Library Information Page contains: general information about the system; details regarding usage, best practices, and recent enhancements; and a list of Frequently Asked Questions (FAQs). The WIPS User Resource Library Information Page is located on the DOL/ETA performance website at: https://doleta.gov/performance/wips/. This is regularly updated to reflect the most recent system information.

On the WIPS User Resource Library Information Page, system users can find specific and detailed information on topics including the most updated list of edit checks, new data upload layouts, and release notes. These resources provide real time information on system changes and enhancements.

The WIPS User Resource Library Information Page includes information on the following topics:

- Hyperlink to the WIPS
- WIPS Quick Reference Guide
- Duplicate Rules
- Hyperlink to the recording of the WIPS User Demonstration Webinar held on October 25, 2016
- PowerPoint presentation from the WIPS User Demonstration in October 2016
- WIPS Release Notes

- WIPS Edit Checks
- Workforce Investment Board (WIB) Codes for Program Years 2000-2016
- Program-Specific Schema for Uploading Data into WIPS
- WIPS FAQs
- Contact information for the WIPS Technical Assistance Help Desk (WIOA.feedback@dol.gov)

The list of topics may expand as the system evolves, and new resources and information become available.

5. **Action Requested.** States, local and tribal entities, discretionary/competitive grantees, and all those responsible for reporting into WIPS are encouraged to regularly visit the WIPS User Resource Library Information Page (https://doleta.gov/performance/wips/) for all information related to WIPS use, development, and enhancements.

6. **Inquiries.** Questions regarding the WIPS User Resource Library Information Page, including system-specific reporting questions, can be emailed to WIOA.feedback@dol.gov or directed to the appropriate ETA regional office.