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| <b>TRAINING AND EMPLOYMENT<br/>NOTICE</b> | <b>NO.</b> 33-11           |
|   | <b>DATE</b> March 26, 2012 |

**TO:** STATE WORKFORCE AGENCIES  
 STATE WORKFORCE LIAISONS  
 ONE-STOP CAREER CENTER LEADS  
 ALL STATE AND LOCAL WORKFORCE INVESTMENT BOARDS  
 ALL WIA SECTION 166 INDIAN AND NATIVE AMERICAN  
 GRANTEES

**FROM:** JANE OATES /s/  
 Assistant Secretary

**SUBJECT:** Partnering with Temporary Assistance for Needy Families (TANF) Jurisdictions, State Community Services Block Grant (CSBG) Offices, and local CSBG Entities to Create or Expand Summer Youth Employment Opportunities

**1. Purpose.** To provide the workforce system with Information Memoranda sent by the U.S. Department of Health and Human Services' Administration for Children and Families (ACF) to TANF jurisdictions, State CSBG offices, and local CSBG entities that encourage the use of TANF and CSBG funds for summer employment opportunities. Also, to encourage the public workforce system to partner with TANF jurisdictions, State CSBG offices, and local CSBG entities in their efforts to promote subsidized employment opportunities allowable under TANF and CSBG funding for the creation and expansion of subsidized summer employment for low-income youth.

**2. Background.** Subsidized employment, such as summer employment opportunities, provides valuable skills and work experience for young people and serves as a stepping stone on the path to unsubsidized employment. As Summer 2012 approaches, the Employment and Training Administration (ETA) and ACF encourage partnerships between state, local and tribal workforce areas, TANF jurisdictions, State CSBG offices, and local CSBG entities to create or expand summer youth employment opportunities. In concert with the release of this TEN, ACF is releasing the attached Letter to Commissioners and Information Memoranda to TANF jurisdictions and State CSBG offices encouraging State CSBG offices, local CSBG entities, and TANF jurisdictions to work with state, local, and tribal Workforce Investment Boards to explore ways to coordinate resources in developing or expanding subsidized employment programs. Also where appropriate, programs may co-enroll eligible youth in the TANF and Workforce Investment Act programs so that participants can benefit from additional services such as supportive services, occupational skills training, and other relevant services.

Similar to the encouragement provided in a joint letter by ETA and ACF released on January 19, 2010, [http://wdr.doleta.gov/directives/corr\\_doc.cfm?DOCN=2844](http://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=2844), this Training and Employment Notice (TEN) and the attached memoranda reflect the effort of both ETA and ACF to identify and explore areas of collaboration that support training and employment opportunities for low-income youth in the Summer of 2012. It is our hope this summer that this national partnership focused on subsidized employment will be modeled throughout TANF, CSBG and workforce agencies.

For more information on TANF and the use of funds, see [http://www.acf.hhs.gov/programs/ofa/resources/funding\\_guide.htm](http://www.acf.hhs.gov/programs/ofa/resources/funding_guide.htm).

For a list of Regional TANF Program Managers, see [http://www.acf.hhs.gov/programs/ofa/states/ACF\\_Regional\\_Program\\_Managers.html](http://www.acf.hhs.gov/programs/ofa/states/ACF_Regional_Program_Managers.html)

For more information on CSBG and the use of funds, see <http://www.acf.hhs.gov/programs/ocs/csbg/>.

For a list of CSBG Regional Contacts, see <http://www.acf.hhs.gov/programs/ocs/csbg/aboutus/staffassignments.html>

**3. Action Requested.** ETA encourages state, local, and tribal workforce areas to review the attached memoranda and Letter to Commissioners and reach out to TANF jurisdictions, State CSBG offices, and local CSBG entities to discuss partnership opportunities.

**4. Inquiries.** Questions concerning this TEN should be directed to the appropriate Regional Office or the Division of Indian and Native American Programs.

**5. Attachment(s).**

- Letter to Commissioners;
- Temporary Assistance for Needy Families Information Memorandum; and
- Community Services Block Grant Information Memorandum.