ALABAMA WORKFORCE INVESTMENT SYSTEM

Department of Commerce
401 Adams Avenue
Post Office 304103
Montgomery, Alabama 36130-4103

August 2, 2017

GOVERNOR'S WORKFORCE INNOVATION DIRECTIVE NO. PY2016-04, Change 01

SUBJECT:	Local Area Program Year 2016 WIOA Annual Report
1. <u>Purpose.</u>	To provide Local Areas with information concerning the Program Year 2016 Annual Report.
2. <u>Discussion.</u>	Each program year the State of Alabama normally submits an Annual Report Narrative to the U.S. Department of Labor (USDOL) in accordance with Workforce Innovation and Opportunity Act (WIOA) Section 185. To assist with this report local areas submit an Annual Report to the State to provide needed information. However, the State has been informed by the USDOL Region III office that no Annual Report Narrative portion will be required for the state's Program Year (PY) 2016 Annual Report. Based upon the guidance provided by the Regional Office, this portion of the Report is still under development for WIOA. Only the data portion of the Report is required for PY16. Since the USDOL is not requiring the State of Alabama to submit an Annual Report Narrative for PY16, the state is not requiring local areas to submit an Annual Report to the state for this year.
3. <u>Action.</u>	No action is required. Local areas should note that an Annual Report for PY16 is not required by the State at this time. However, this does not preclude local areas from any local requirements in regard to reports required by local workforce development boards.
4. <u>Contact.</u>	Any questions should be directed to Lorilei Sanders, Workforce Development Division at (334) 353-1632 or lorilei.sanders@commerce.alabama.gov.

(signature)

_3/2/2017_

_____   _____
Steve Walkley, Division Director   Date
Alabama Department of Commerce

Attachment: 07/21/17 Email regarding Guidance for the PY2016 WIOA Annual
Report – Narrative

From:	Floyd-Nelson, Rachel - ETA <Floyd-Nelson.Rachel@dol.gov>
Sent:	Friday, July 21, 2017 10:13 AM
To:	Hornsby, Bill
Cc:	Kelly, Lane - ETA; Brooks, Arthur R - ETA; Sanders, Lorilei; White, David; Wilkinson, Tammy; Brantley, Robert; Floyd-Nelson, Rachel - ETA
Subject:	RE: Guidance for the PY2016 WIOA Annual Report - narrative
Attachments:	RE: Eligible Training Provider Cost Calculations - Follow up on Performance questions since the last call

Good Morning, Bill:

The joint guidance that would be necessary to inform grantees on how to proceed with the narrative for PY 16 is still in development, therefore, DOL determined that grantees are not required to submit a narrative. Only the PY 16 annual data report is required. Although this information was communicated to performance leads on June 12th, they are being copied again to ensure all are aware.

Thanks for the question and hope this helps.

Rachel

Rachel Floyd-Nelson

Trade Adjustment Assistance (TAA) Coordinator & Performance Lead

U.S. Department of Labor, Region 3

E: Floyd-Nelson.Rachel@dol.gov

Ph. 404/302-5360

From: Hornsby, Bill [mailto:Bill.Hornsby@commerce.alabama.gov]
Sent: Thursday, July 20, 2017 1:41 PM
To: Floyd-Nelson, Rachel - ETA
Cc: Kelly, Lane - ETA; Brooks, Arthur R - ETA; Sanders, Lorilei
Subject: Guidance for the PY2016 WIOA Annual Report

7/20/17

Hi Rachel:

Since some of my staff do a substantial amount of work on the WIOA Annual Report Narratives – usually due about 9/30 or 10/01 of each year, do you know when ETA will be putting out the Guidance for development of the PY2016 WIOA Annual Report Narrative? The reason that I'm asking in July is due to the timeline usually required to get the report drafted and checked for ADA compliance. Last year, we had to ask Lane for extra time beyond the due date. We rely on the Alabama Department of Rehabilitation Services to run the ADA compliance check on their systems and help us "fix" any issues. Also, the Administrative Assistant, who had worked for me for several years, has just retired; so we have a person, who no experience in putting this together for us. We don't want to request "extra" time again this year if at all possible. The SETA Conference and a State Conference will "eat up staff time" during September.

If you have any contact with the staff in D.C. that will be drafting the guidance, the earlier the guidance is issued would benefit all of us.

Thanks.

Bill

Billy E. Hornsby, Jr.

Supervisor/Workforce Development Division

State Programs, Planning, & Divisional Budget Mgmt. Unit

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From:	Floyd-Nelson, Rachel - ETA <Floyd-Nelson.Rachel@dol.gov>
Sent:	Monday, June 19, 2017 5:49 PM
To:	Brantley, Robert; cturner@dew.sc.gov; damon.weller@gdol.ga.gov; 'kevina.adams@ky.gov'; mherndon@mdes.ms.gov; Ryan Allen (Ryan.Allen@tn.gov); 'swilson@georgia.org'; Wilkinson, Tammy; beth.coberly@nccommerce.com; 'james.finch@deo.myflorida.com'
Cc:	Kelly, Lane - ETA; Brooks, Arthur R - ETA; Jackson, Malcom - ETA; Otieno, Jessica - ETA; Lundy, Linda - ETA; Keels, Melissa - ETA; Noel, Claudine - ETA; Tesone, Susan R - ETA; Thomas, Anna - ETA; Hardy, Julian - ETA; Tompoe, Winston - ETA; Floyd-Nelson, Rachel - ETA
Subject:	RE: Eligible Training Provider Cost Calculations - Follow up on Performance questions since the last call

Hi State Leads – this question on calculating ETP cost was asked by one of our Region 3 states a while ago. I'm sharing DC's response with everyone in case you had a similar question.

Q: How do we determine cost per participant for ETPL? Is per program or entire provider used to determine cost per participant? Do we add cost of the full WIOA contract funds including administrative or just program funds (ITAs) / all participants in the program? How do they want us to calculate this measure with the numerator and denominator?

A: **The specifications will be addressed in the Joint ICR. Cost per WIOA Participant Served is to be completed by states. The numerator is the aggregate summation of all WIOA ITA funds expended by the state for all WIOA participants, in all programs of study, within the reporting period. The denominator is Total Number of WIOA Participants.**

Hope this helps.

Rachel Floyd-Nelson
TAA Coordinator & Performance Lead
U.S. Department of Labor, Region 3
Ph. 404/302-5360

From: Floyd-Nelson, Rachel - ETA
Sent: Thursday, June 15, 2017 1:33 PM
To: robert.brantley@dir.alabama.gov; cturner@dew.sc.gov; damon.weller@gdol.ga.gov; 'kevina.adams@ky.gov'; mherndon@mdes.ms.gov; Ryan Allen (Ryan.Allen@tn.gov); 'swilson@georgia.org'; 'tammy.wilkinson@adeca.alabama.gov'; beth.coberly@nccommerce.com; 'james.finch@deo.myflorida.com'
Cc: Kelly, Lane - ETA; Brooks, Arthur R - ETA; Jackson, Malcom - ETA; Otieno, Jessica - ETA; Lundy, Linda - ETA; Keels, Melissa - ETA; Noel, Claudine - ETA; Tesone, Susan R - ETA; Thomas, Anna - ETA; Hardy, Julian - ETA; Tompoe, Winston - ETA; Floyd-Nelson, Rachel - ETA
Subject: RE: Follow up on Performance questions since the last call

Hello State Performance Leads—below are answers to questions that came up on 6/9.

1. States will have to conduct DEV for trade and SCSEP.
2. The only Special Project Code is for multiple Dislocated Worker Programs. Use the first 7 digits of the second project code. (If this response is unclear, let me know.) The Pay for Performance Code

guidance should be out later this year. DC stated that older programs such as VRAP is closed out and any future reporting will be minimal. For short term or new programs, there will be a second field added and guidance will be developed. REA (UI) – expired 4 years ago – there won't be new participants, and no future tracking. OBIT – Washington requested to know the justification for creating a special code for OBIT (does the state have high numbers to exit in a future PY?)

3. ETP Calculation – Still working on getting a clear response for this.
4. Aged out of Foster Care – Additional research required by DC.
5. Exit Date for Reportable Individuals – DC is aware of the issue associated with this element; I am told it will be fixed for PY 17. For PY 16, states are entering "0" and not entering an exit date to avoid duplicating the same ID.

My next national call will be 6/26 – and I'll need your questions by 6/21. Note, if prior questions have still been unanswered, you may resubmit those to me.

Thanks,

Rachel Floyd-Nelson
TAA Coordinator & Performance Lead
U.S. Department of Labor, Region 3
Ph. 404/302-5360

Hi All, following up on the MSG and Q4 Data Report items:

1. States are expected to report Q4 data on the same timeline as other quarterly reports, i.e., Q4 is due by 8/15. The annual data report will be due in October. Remember, no annual narrative is required for PY 16.

2. (MSG) See the pasted block below from the pre-con session held in Dallas/DC. This is in the TEGL 10-16, Change 1 that will be out soon. It's not changing the measure at all. It's revising the specifications to correct an error. In the current way the specifications are written now there is no way for a participant once in MSG to ever exit MSG regardless of whether or not the training/education has ended. Obviously that is not aligned with the intent of the measure. Only participants actively in education or training are in MSG so if a participant is still active in receiving services but no longer in education or training without an end date to signal an exit from the denominator of MSG s/he remained in the pool.

Upcoming WIOA Reporting Guidance Revisions

- **PIRL 923 (Other Reasons for Exit):** Exclusions through 4th quarter
- **Measurable skill gains:** Capture education/training end date
- **Incumbent Worker Training Required Data Elements :** Missing data elements
- **Attachment 10: Calculations – WIOA Indicators of Performance:** Correct inconsistencies

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From: Floyd-Nelson, Rachel - ETA
Sent: Friday, June 09, 2017 11:57 AM
To: robert.brantley@dir.alabama.gov; cturner@dew.sc.gov; damon.weller@gdol.ga.gov; 'kevina.adams@ky.gov'; mherndon@mdes.ms.gov; Ryan Allen (Ryan.Allen@tn.gov); 'swilson@georgia.org'; 'tammy.wilkinson@adeca.alabama.gov'; 'beth.coberly@nccommerce.com'; 'james.finch@deo.myflorida.com'
Cc: Lane Kelly; Arthur R. Brooks; Malcom Jackson; Jessica Otieno-Jani; Linda Lundy; Melissa Keels; Claudine Noel; Susan R. Tesone; Anna Thomas; Julian Hardy
Subject: Follow up questions from today's 6/9 Performance Call

Hi State Leads, thanks for joining me today. I'm following up from a couple of the questions you had.

*__ETA 9171__ (ETPs) - Providers submit the report for each approved program. Providers submit the information to the states and the states submit the report to ETA. Reports are by approved program and providers may have more than one approved program. The number of reports submitted could vary from 5 to 500.

If this reply still doesn't answer the question completely, advise.

MSG – Would the states that weighed in about what you have heard on potential changes to MSG please email me. (1) What changes were mentioned and (2)Source of the changes you heard about, i.e., was it at pre-con or the actual convening; which session if you recall? Which ICR – by date?

Will follow up again regarding Effectiveness Serving Employers, Trade data validation, and 4th Qtr reports vs Annual Data report.

Rachel

From: Floyd-Nelson, Rachel - ETA
Sent: Wednesday, June 07, 2017 12:19 PM
To: robert.brantley@dir.alabama.gov; cturner@dew.sc.gov; damon.weller@gdol.ga.gov; 'kevina.adams@ky.gov'; mherndon@mdes.ms.gov; Ryan Allen (Ryan.Allen@tn.gov); 'swilson@georgia.org'; 'tammy.wilkinson@adeca.alabama.gov'; 'beth.coberly@nccommerce.com'; 'james.finch@deo.myflorida.com'
Cc: Lane Kelly; Arthur R. Brooks; Malcom Jackson; Jessica Otieno-Jani; Linda Lundy; Melissa Keels; Claudine Noel; Susan R. Tesone; Anna Thomas; Floyd-Nelson, Rachel - ETA
Subject: Next Performance Call - Fri., June 9 at 10 a.m. (ET) Call-in Ph. # 866/720-7426; User Code: 8643242

Good Afternoon, State Performance Leads—

Since our last call two weeks ago, I have updates I'd like to make you aware of from my national performance call this week. Check your availability for a brief call Friday, June 9th, at 10 a.m.

Agenda topics will include responses to questions associated with the following.

- Rapid Response
- Data Element Validation
- WIPS Formatting
- WIPS Participation Totals
- PY 16 Annual Report
- Negotiations / Updated Statistical Adjustment Model
- MSG
- Effectiveness Serving Employees
- Accessing WIOA Pre-Convening Materials Used in Dallas/San Diego/ DC

Thanks in advance.

Rachel Floyd-Nelson
TAA Coordinator & Performance Lead
U.S. Department of Labor, Region 3
Ph. 404/302-5360