

U. S. Department of Labor Employment and Training Administration Washington, D.C. 20210	CLASSIFICATION Perf. Standards
	CORRESPONDENCE SYMBOL TP
	DATE July 7, 1998

TRAINING AND EMPLOYMENT GUIDANCE LETTER NO. 12-97, CHANGE 1

TO : ALL STATE JTPA LIAISONS  
ALL STATE EMPLOYMENT SECURITY AGENCIES  
ALL STATE WORKER ADJUSTMENT LIAISONS  
ALL ONE-STOP CAREER CENTER SYSTEM LEADS

FROM : DAVID HENSON *David Henson*  
Director  
Office of Regional Management

SUBJECT : Revised Attachment 1, "Definitions for  
Performance Standards", to TEGL 12-97

1. Purpose. To transmit a revised Attachment 1 to TEGL 12-97.
2. Background. Attachment 1 to TEGL 12-97 incorrectly included paragraph 6f, which is now deleted in the revised Attachment 1.
3. Action Required. Please replace the Attachment 1 to TEGL 12-97 with this revised Attachment 1.
4. Inquiries. Questions concerning this issuance may be directed to Valerie Lloyd at (202) 219-5487 ext. 107.
5. Attachment.

1. Definitions for Performance Standards  
(Revised 7/6/98)

RESCISSIONS None	EXPIRATION DATE Continuing
---------------------	-------------------------------

## Attachment 1 (Revised 7/6/98)

### DEFINITIONS FOR PERFORMANCE STANDARDS

#### Title II-A and II-C

Those terminees who receive only objective assessment and/or supportive services, regardless of whether they enter employment, are to be excluded from the calculation of performance outcomes for Title II-A, Title II-C, and section 204(d) older worker programs. Participants in special 5-percent-funded projects may, at the State's discretion, also be excluded from the calculation of performance outcomes for Title II-A and Title II-C.

The following defines the Title II-A performance standards:

1. Adult Follow-Up Employment Rate: Adult respondents who were employed (for at least 20 hours per week) during the 13th full calendar week after termination, divided by adult respondents (i.e., terminees who completed the follow-up interview).
2. Adult Follow-Up Weekly Earnings: The sum of weekly earnings for all adult respondents who were employed (for at least 20 hours per week) during the 13th full calendar week after termination, divided by adult respondents employed (for at least 20 hours per week) at the time of follow-up.
3. Welfare Follow-Up Employment Rate: Adult welfare respondents who were employed (for at least 20 hours per week) during the 13th full calendar week after termination, divided by adult welfare respondents (i.e., terminees who completed follow-up interviews). Welfare respondents include respondents reported as receiving TANF, GA or RCA at application.
4. Welfare Follow-Up Weekly Earnings: The sum of weekly earnings for all adult welfare respondents employed (for at least 20 hours per week) during the 13th full calendar week after termination, divided by adult welfare respondents employed (for at least 20 hours per week) at the time of follow-up.

**NOTE:** The Title II-A adult and welfare follow-up employment measures will continue to be based on individuals who terminate during the first three quarters of the program year and the last

quarter of the previous program year. If the response rates for those employed at termination and those not employed at termination in an SDA differ by more than 5 percentage points in either the adult or welfare samples, then the calculations of the follow-up outcomes for that group must be modified to adjust for non-response bias. Individuals will be counted as completing the follow-up survey (respondents) if they answer the question on employment in the 13th week and, if employed, answer the questions on the hourly wage and weekly hours. Responses to the questions on weeks worked and working with the same employer are not needed to be counted as a respondent or to be included in the computation of the performance outcomes.

**(Optional) Adult Pilot Sustained Employment Rate:** Percentage of terminees with wage record earnings of at least \$1339 (equivalent to 13 weeks x 20 hours x minimum wage) in the second full calendar quarter after termination.

**(Optional) Adult Pilot Sustained Quarterly Earnings:** Average earnings in the second full calendar quarter after termination for individuals with earnings of at least the amount required by the Adult Pilot Sustained Employment Rate definition.

**(Optional) Welfare Pilot Sustained Employment Rate:** Percentage of welfare recipient terminees with wage record earnings of at least \$1339 (equivalent to 13 weeks x 20 hours x minimum wage) in the second full calendar quarter after termination.

**(Optional) Welfare Pilot Sustained Quarterly Earnings:** Average earnings in the second full calendar quarter after termination for welfare recipient individuals with earnings of at least the amount required by the Welfare Pilot Sustained Employment Rate definition.

Note: These optional wage record measures are to be based on individuals who terminate during the program year. In calculating these measures, adjustments for out-of-state employment (if out-of-state wage records are not obtained) and noncovered employment are required. A method for making these adjustments will be provided.

The following defines the Title II-C performance standards:

5. Youth Entered Employment Rate (YEER): Youth who entered unsubsidized employment at termination (for at least 20 hours per week), divided by youth who terminated, excluding those potential dropouts who are reported (on the Standardized Program Information Report [SPIR]) as remained-in-school and dropouts who are reported (on the SPIR) as returned-to-school.

NOTE: As in past practice, youth terminees who remain-in-school or return-to-school and who also enter employment will not be excluded from the termination pool reflected in the denominator of the Youth Entered Employment Rate. However, only employment of at least 20 hours per week satisfies the requirement for "employment."

6. Youth Employability Enhancement Rate (YEEN): Youth who attained one of the employability enhancements at termination, whether or not they also obtained a job, divided by youth who terminated.

**Youth Employability Enhancements include:**

- a. Attained (two or more) PIC-recognized Youth Employment Competencies.
- b. Completed major level of education following participation of at least 90 calendar days or 200 hours in JTPA activity.
- c. Entered and retained for at least 90 calendar days or 200 hours in non-Title II training or received a certification of occupational skill attainment or entered and retained in postsecondary education for at least one academic quarter.

- d. Returned to and retained in full-time school (dropouts only) for one semester or at least 120 calendar days, attained a basic or job-specific skill competency, and made satisfactory progress.

NOTE: For the purposes of this outcome, and the remained in school outcome described below, "school" includes alternative schools, defined as a specialized, structured curriculum offered inside or outside of the public school system which may provide work/study and/or General Educational Development (GED) test preparation.

- e. Remained in school for one semester or at least 120 calendar days (for youth at risk of dropping out of school), attained a basic or job-specific skill competency, and made satisfactory progress.

NOTE: For youth aged 14 and 15, the acceptable competencies will be basic skills or pre-employment/work maturity.

7. (Optional) Youth Positive Termination Rate: The number of youth who had a positive termination (either entered employment of at least 20 hours per week or met one of the employability enhancement definitions) as a percentage of the total number of youth who terminated.

### Section 204(d) Older Worker Program

The following defines Section 204(d) Older Worker program performance standards:

1. Entered Employment Rate: Individuals who entered employment of at least 20 hours per week at termination, divided by terminations.
2. Average Wage at Placement: Hourly wage rate of all terminees who entered employment of at least 20 hours per week at termination, divided by terminees who entered employment of at least 20 hours per week at termination.

### Title III

The following defines the Title III performance standard and optional performance measures based on self-reported information.

Comparable measures based on administrative data (UI wage records) are still being developed and definitions will be issued separately:

1. Entered Employment Rate: Individuals who entered employment of at least 20 hours per week at termination, excluding those who were recalled or retained by the original employer after receipt of a layoff notice, divided by terminations, excluding those who were recalled or retained by the original employer after receipt of a layoff notice.

(Optional) Follow-Up Employment Rate: Title III respondents who were employed (for at least 20 hours per week) during the 13th full calendar week after termination, divided by adult respondents (i.e., terminees who completed follow-up interviews). Individuals who were recalled or retained by the original employer are excluded from the follow-up sample.

(Optional) Average Wage Replacement Rate at Termination: The average of the wage replacement rates calculated for each individual with both a reported dislocation wage and a reported wage at termination. The wage replacement rate for the individual is the wage at termination divided by the dislocation wage. Note: this measure is not equal to the ratio of the average wage at termination to the average dislocation wage. This measure is based on individuals who enter unsubsidized employment of at least 20 hours per week and excludes those who are recalled to or remain with the layoff employer.

(Optional) Average Wage Replacement Rate at Follow-Up: The average of the wage replacement rates calculated for each individual with both a reported dislocation wage and a reported wage at follow-up. The wage replacement rate for the individual is the wage at follow-up divided by the dislocation wage. Note: this measure is not equal to the ratio of the average wage at termination to the average follow-up wage. This measure is based on individuals with follow-up employment of at least 20 hours per week. Individuals who were recalled or retained by the original employer are excluded from the follow-up sample.

**(Optional) Average Wage at Placement:** The sum of wages at placement for all Title III terminees who entered employment of 20 hours or more, excluding those who remained with or were recalled to the layoff employer, divided by the number of Title III terminees, excluding those who remained with or were recalled to the layoff employer.

**NOTE:** As indicated in the definitions listed above, for performance standards purposes, the term "employment" means employment for 20 or more hours per week. For determining compliance with this provision, a "week" means a period of 7 consecutive days, and the 20 or more hours is to be understood as a condition of the employment. No formal verification is required, but the Department encourages States to set up a system that would, at a minimum, provide for random checking to assess compliance by SDAs.