

EMPLOYMENT AND TRAINING ADMINISTRATION ADVISORY SYSTEM U.S. DEPARTMENT OF LABOR WASHINGTON, D.C. 20210	<b>CLASSIFICATION</b> Alien Labor Certification
	<b>CORRESPONDENCE SYMBOL</b> ONP/DFLC
	<b>DATE</b> March 14, 2006

**ADVISORY:** TRAINING AND EMPLOYMENT GUIDANCE LETTER NO. 21-05

**TO:** STATE WORKFORCE AGENCIES

**FROM:** EMILY STOVER DeROCCO  
Assistant Secretary for *Employment and Training*

**SUBJECT:** FISCAL YEAR (FY) 2006 ALIEN LABOR CERTIFICATION GRANT GUIDANCE

1. **Purpose.** To provide guidance for the funding and management of FY 2006 annual grant allocations for the Alien Labor Certification (ALC) program.

2. **References.**

- Immigration and Nationality Act (INA), Section 101(a), 212(n), 214(c), and 218
- 8 CFR 214
- The Wagner-Peyser Act, Section 7(d)
- 29 CFR Part 93
- OMB Circular A-87
- Employment and Training Administration (ETA) Handbook No. 385
- Guide for Employment Service Reimbursable Grant Activities
- ETA No. 398, H-2A Program Handbook, January 1988
- Prevailing Wage Determination Policy Guidance for Nonagricultural Immigration Programs, May 2005
- Other ETA instructions as noted

3. **Background.** The purpose of this memorandum is to define the roles State Workforce Agencies (SWAs) play in the ALC program, the amount of funding that will be allocated to support these activities, the necessary actions to request the funds, and the required steps to comply with the grant.

<b>RESCISSIONS</b> None	<b>EXPIRATION DATE</b> Continuing
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4. **Actions.** SWAs are required to complete the actions listed below.
- Respond to these guidelines within **thirty (30) days** of receipt to ensure allocation of remaining grant funds.
  - Establish program priorities by identifying how program funds would best be utilized and by splitting the grant allocation between agricultural and nonagricultural activities.
  - Inform the National Office via written communication of the proposed program priorities and the split that will be used to allocate funds between agricultural and nonagricultural activities.
5. **Mailing Address.** Mail completed work plans to Mr. Greg Wilson, U.S. Department of Labor, Division of Foreign Labor Certification, Room C-4312, 200 Constitution Avenue, NW, Washington, D.C. 20210.
6. **Inquiries.** Grant funding questions should be directed to Mr. Greg Wilson at (202) 693-2954. All program-related questions should be directed to Ms. Leticia Sierra at (202) 693-3749.
7. **Attachments.**

<b>Attachment Name</b>	<b>Attachment Number</b>
Grant Guidance and Information Package	1
FY 2006 ALC Funding Levels	2
ALC Statement of Work and Work Plan	3
Major SWA Responsibilities for the ALC Agricultural Program	4
Major SWA Responsibilities for the ALC Non-Agricultural Programs	5
Annual Plan Procedures	6
Costing of H-2A Activities	7
Contact Information	8