

EMPLOYMENT AND TRAINING ADMINISTRATION ADVISORY SYSTEM U.S. DEPARTMENT OF LABOR Washington, D.C. 20210	CLASSIFICATION WIOA/Wagner-Peyser
	CORRESPONDENCE SYMBOL OWI
	DATE September 9, 2019

ADVISORY: TRAINING AND EMPLOYMENT GUIDANCE LETTER NO. 16-18, CHANGE 1

TO: STATE WORKFORCE AGENCIES
ALL STATE WORKFORCE LIAISONS

FROM: JOHN PALLASCH /s/
Assistant Secretary

SUBJECT: Revised Program Year (PY) 2019 Funding Levels for Workforce Innovation and Opportunity Act (WIOA) Title I Adult, Dislocated Worker (DW), Youth Activities Program Allotments; and PY 2019 Allotments for the Wagner-Peyser Act Employment Service (ES) Program

1. **Purpose.** This guidance provides states and outlying areas with revised allotment levels for WIOA Title I Adult, DW, Youth, and Wagner-Peyser Act ES PY 2019 funds. This Change 1 to Training and Employment Guidance Letter (TEGL) 16-18 revises the PY 2019 appropriated funding set aside for program integrity and evaluation purposes.
2. **Action Requested.** The Department of Labor (Department) is requesting that each state and outlying area submit an SF-424 form for each grant program to the Employment and Training Administration via www.grants.gov. The Department is requesting that the WIOA Youth and Wagner-Peyser/ES SF-424s be submitted **within 10 calendar days** from the issue date on this Change 1 TEGL; and by September 30, 2019 for the WIOA Adult and Dislocated Worker programs.
3. **Summary and Background.**
 - a. Summary – This Change 1 to TEGL 16-18 informs states that funding for PY 2019 is adjusted to restore the PY 2019 appropriated funding set aside for program integrity and evaluations purposes. Division B, Title I, sec. 106(b) and 107 of the Department of Defense and Labor, Health and Human Services, and Education Appropriations Act, 2019 and Continuing Appropriations Act, 2019 (Pub. L. 115-245) (the Act), allows the Secretary of Labor to set aside up to 0.5 percent of each discretionary appropriation for activities related to program integrity and 0.75 percent of most operating funds for evaluations. The Department has decreased the amount of funds it plans to set aside for

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these purposes and has restored the remaining funding to the state allotments and outlying areas allotments. The base portion (available July 1, 2019) of PY 2019 funding for Adult and DW activities was not impacted by this restoration.

The attached tables notify states and outlying areas of the amount of revised funding they will receive.

Note: States have until June 30, 2020 to obligate 80 percent of their total restored PY 2019 DW allotment. As provided in 20 CFR 683.135, if a state does not obligate 80 percent of their total restored PY 2019 DW allotment, the Department will recapture the excess unobligated funds up to the 80 percent threshold from PY 2020 funds. Specifically, any recaptured funds would be deobligated from FY 2021 “advance” funds during PY 2020.

- b. Background – TEGL 16-18, issued on April 10, 2019, informed states and outlying areas on WIOA Title I Adult, DW, and Youth Activities program allotments for PY 2019; and final PY 2019 allotments for the Wagner-Peyser Act ES Program.

- 4. **Notice of Award (NOA).** The Department will issue NOAs reflecting the restoration of funds to the programs. In order to receive the funding, states and outlying areas must submit an SF-424, Application for Federal Assistance (Office of Management and Budget Control No. 4040-0004) for each program which reflects the restoration amounts prescribed in the “Set Asides Restored” column in Attachments I and IV, and the “10/1/2019 (FY 2020)” column of the “Revised PY 2019 Allotment with Restoration” section in Attachments II and III.

5. **SF-424 Submission Process.**

Prompt submission of SF-424s for Youth and Wagner Peyser funds allowing the Department to award the funds before September 30, 2019 will prevent states from having to submit additional 9130 ETA financial reports for the restored funds. Awards for these two programs made after September 30, 2019 will result in additional 9130 reporting requirements. For Adult and Dislocated Worker funds, 9130 reporting requirements are not impacted by this restoration, because the restored funds are part of the advance portion (available October 1, 2019).

In an effort to achieve greater efficiency and as part of the Department’s on-going effort to streamline the grant award process, grantees are required to submit the SF-424 through Grants.gov at www.grants.gov.

Applicants that need to register with Grants.gov may do so here: <https://www.grants.gov/web/grants/applicants/apply-for-grants.html>. Registration is a one-time process, and applicants who already have a Grants.gov account do not need to register again.

To submit the required application package, applicants must:

- a. Select the *SEARCH GRANTS* tab on the Grants.gov homepage.
- b. Under the Section, *BASIC SEARCH CRITERIA*, enter the Funding Opportunity Number: TEG1 16-18.
- c. Select the link to the applicable Opportunity Number provided in the search results.
- d. Select the *PACKAGE* tab.
- e. Under the *ACTIONS* column, select *APPLY*.

Submission requirements stipulate that all applicants for Federal grant and funding opportunities must have a Data Universal Numbering System (D-U-N-S®) number and must supply their D-U-N-S® number on the SF-424.

Before submitting their application, applicants must also ensure their registration with the System for Award Management (SAM) is current. Applicants may find instructions for Registering at <https://sam.gov/SAM/> (SAM cannot be accessed through old versions of IE. Please retype this url in your Chrome, Firefox, Safari, or later version of IE).

An awardee must maintain an active SAM registration with current information at all times during which it has an active Federal award or an application under consideration. To remain registered in the SAM database after the initial registration, entities must review and update the registration at least every 12 months from the date of initial registration. Failure to register with SAM and maintain an active account will result in Grants.gov rejecting the application submission. Submitting the SF-424 through www.grants.gov constitutes an electronically signed SF-424, Application for Federal Assistance. This submission process may at times be complicated and time-consuming. As such, the Department strongly encourages applicants to initiate the process as soon as possible, in order to allow time to resolve unanticipated technical problems.

For technical issues encountered during application submission, applicants may call 800-518-4726 or 606-545-5035 to speak to a Customer Support Representative, or email support@grants.gov. The Contact Center is open 24 hours a day, seven days a week, but closes on federal holidays.

6. **Inquiries.** Please direct questions regarding these allotments to the appropriate ETA Regional Office. Information on allotments and planning requirements may also be found on the ETA Web site at <http://www.doleta.gov>.

7. **References.**

- Department of Defense and Labor, Health and Human Services, and Education Appropriations Act, 2019 and Continuing Appropriations Act, 2019 (Pub. L. 115-245), and accompanying Conference Report, H.R. Rep. No. 115-952, page 518 (2018);
- Bipartisan Budget Act of 2018 (Pub L. 115-123);
- Budget Control Act of 2018 (Pub. L. 112-25);
- Balanced Budget and Emergency Deficit Control Act of 1985, as amended (Title II of Pub. L. 99-177);
- Budget Control Act of 2011 (Pub. L. 112-25);
- Workforce Innovation and Opportunity Act (Pub. L. 113-128);
- Wagner-Peyser Act, as amended (29 U.S.C. 49 et seq.);

- Workforce Investment Act of 1998 (Pub. L. 105-220);
- Job Training Partnership Act (JTPA) (Pub. L. 97-300), as amended by the Job Training Reform Amendments of 1992 (Pub. L. 102-367);
- Compact of Free Association Amendments of 2003 (Pub. L. 108-188);
- Training and Employment Guidance Letter (TEGL) No. 16-18, *Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker and Youth Activities Program Allotments for Program Year (PY) 2019; Final PY 2019 Allotments for the Wagner-Peyser Act Employment Service (ES) Program Allotments; and the Allotments of Workforce Information Grants to States for PY 2019*, dated April 10, 2019;
- TEGL No. 14-17, *Updated Disadvantaged Youth and Adult Data for use in Program Year (PY) 2018 and future Workforce Innovation and Opportunity Act (WIOA) Youth and Adult Within-State Allocation Formulas*, dated April 4, 2018;
- TEGL No. 5-06, *Implementing the Salary and Bonus Limitations in Public Law 109-234 dated August 15, 2006*;
- TEGL No. 2-16, *Revised ETA-9130 Financial Report, Instructions, and Additional Guidance*, dated July 14, 2016; and
- *Local Area Unemployment Statistics (LAUS) Technical Memorandum No. S-18-15, Program Year 2019 Areas of Substantial Unemployment under the Workforce Innovation and Opportunity Act*, dated July 31, 2018.

8. Attachments.

- I.** WIOA Youth Program PY 2019 Revised Allotments
- II.** WIOA Adult Program Revised FY 2020 Advance Allotments
- III.** WIOA Dislocated Worker Program Revised FY 2020 Advance Allotments
- IV.** Employment Service (Wagner-Peyser) Revised PY 2019 Allotments