


<b>EMPLOYMENT AND TRAINING ADMINISTRATION</b> <b>ADVISORY SYSTEM</b> <b>U.S. DEPARTMENT OF LABOR</b> <b>Washington, D.C. 20210</b>	<b>CLASSIFICATION</b> Unemployment Insurance
	<b>CORRESPONDENCE SYMBOL</b> OUI/DPM
	<b>DATE</b> September 19, 2022

**ADVISORY: UNEMPLOYMENT INSURANCE PROGRAM LETTER NO. 02-22, Change 2**

**TO: STATE WORKFORCE AGENCIES**

**FROM: BRENT PARTON**   
Acting Assistant Secretary

**SUBJECT:** Extension of Time for States to Express Interest in the Grant Opportunity Announced in Unemployment Insurance Program Letter (UIPL) No. 02-22, to Support States Following a Consultative Assessment for Fraud Detection and Prevention, Promoting Equitable Access, and Ensuring the Timely Payment of Benefits, including Backlog Reduction, for all Unemployment Compensation (UC) Programs

1. **Purpose.** To notify states the deadline for expressing interest in the grant opportunity announced in UIPL No. 02-22, Change 1, is extended to March 31, 2023; and to provide updated guidance on Tiger Team grant funding submission(s), including updated SF-424 instructions.
2. **Action Requested.** The U.S. Department of Labor’s (Department) Employment and Training Administration (ETA) requests that State Workforce Agency Administrators provide information contained in this UIPL to appropriate staff.
3. **Summary and Background.**
  - a. Summary– On November 2, 2021, the Department issued UIPL No. 02-22 announcing the availability of up to \$200 million to be awarded to states that engage in a consultative assessment with the Department’s Tiger Teams and agreed to implement recommendations to enhance their UC systems and business processes to: 1) prevent and detect fraudulent activity, and to recover funds from fraud; 2) promote equitable access; and 3) ensure timely payment of benefits and reduce backlogs across all UC programs. To be eligible for the grant funding opportunity, states interested in participating in a Tiger Team consultative process were requested to express interest by March 31, 2022. On February 16, 2022, the Department issued UIPL No. 02-22, Change 1, extending the deadline for states to express interest in the Tiger Team consultative process to September 30, 2022. This UIPL extends the deadline to March 31, 2023. Additionally, this UIPL provides updated application instructions, with Attachment I to this UIPL replacing Attachment II to UIPL No. 02-22.

<b>RESCISSIONS</b> None	<b>EXPIRATION DATE</b> Continuing
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Since the development of the Department’s Tiger Teams, twenty-four (24) states have engaged in the consultative assessment process as a means to access funds for agreed upon, near-term recommendations to states to strengthen program integrity; optimize operational processes and procedures to ensure timely payment of benefits; and promote equitable access to UC programs.

- b. Background – On March 11, 2021, the President signed the American Rescue Plan Act of 2021 (ARPA) into law (Public Law (Pub. L.) 117-2). Section 9032, ARPA, creates a new Section 2118 of the Coronavirus Aid, Relief, and Economic Security (CARES) Act (Pub. L. 116-136) and provides a \$2,000,000,000 appropriation to the Secretary of Labor to detect and prevent fraud, to promote equitable access, and to ensure timely payment of benefits to eligible workers with respect to UC programs.

In June 2022, the U.S. Government Accountability Office (GAO) added “the UI system to its list of federal areas at ‘High Risk’ for waste, fraud, abuse, and mismanagement, or in need of broad-based transformation.”<sup>1</sup> The GAO report explains that the UI system was added to the list “to bring greater attention to the challenges facing UI and to help spur needed changes.”

4. **Guidance.** Section 4.b. of UIPL No. 02-22 sets out the steps necessary for states to express an interest in the grant opportunity made available through that UIPL. Attachment I to UIPL No. 02-22 identifies the available funding allotment for each state. Section 5.c. of UIPL No. 02-22 provides the application instructions for submitting form SF-424. Section 4 of UIPL No. 02-22, Change 1, provides that the deadline for expressing an interest in a Tiger Team consultative assessment is September 30, 2022. This UIPL makes the following changes to guidance:

- a. Provides updated instructions for completing the SF-424 as set out in Attachment I (which replaces Attachment II in UIPL No. 02-22). These updated instructions include an amendment to the end date period of performance of the grant awards to two years from the start date of the award and instructions for the states to submit the SF-424a (OMB No. 4040-0006) when applying for grant awards, <https://apply07.grants.gov/apply/forms/instructions/SF424A-V1.0-Instructions.pdf>. **Once a state and ETA agree on the assessment recommendations to implement, states should to submit these forms via [www.grants.gov](http://www.grants.gov).**
- b. Based on the initial success of this initiative as a means of technical assistance to states and given the U.S. Government Accountability Office’s (GAO) designation of “the UI system to its list of federal areas at ‘High Risk’ for waste, fraud, abuse, and mismanagement, or in need of broad-based transformation,” the Department is strongly encouraging states to express interest in this consultative assessment and grant opportunity. The Department recognizes that states may need additional time to ensure they have the appropriate supports in place to foster a successful consultative process. This UIPL is extending the deadline for states to request participation in a consultative assessment with the Department to March 31, 2023. States should express such interest by contacting their appropriate ETA Regional Office.

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<sup>1</sup> See GAO Report issued on June 7, 2022, entitled “Unemployment Insurance: Transformation Needed to Address Program Design, Infrastructure, and Integrity Risks” at <https://www.gao.gov/assets/gao-22-105162.pdf>.

Aside from the updated deadline and the updated application instruction guidance, all other guidance and information in UIPL No. 02-22 remains the same. The Department encourages all states that have not yet participated in a Tiger Team consultative assessment to take advantage of the extensive UI subject matter expertise and resources offered through this grant opportunity.

5. **Inquiries.** Please direct inquiries to the appropriate ETA Regional Office.

6. **References.**

- American Rescue Plan Act, Pub L. 117-2, enacted March 11, 2021;
- Coronavirus Aid, Relief, and Economic Security (CARES) Act, Pub. L. 116-136, enacted March 23, 2020;
- UIPL No. 02-22, *Grant Opportunity to Support States Following a Consultative Assessment for Fraud Detection and Prevention, Promoting Equitable Access, and Ensuring the Timely Payment of Benefits, including Backlog Reduction, for all Unemployment Compensation (UC) Programs*, issued November 2, 2021, <https://www.dol.gov/agencies/eta/advisories/unemployment-insurance-program-letter-no-02-22>;
- UIPL No. 02-22, Change 1, *Extension of Time for States to Express Interest in the Grant Opportunity Announced in Unemployment Insurance Program Letter (UIPL) No. 02-22 to Support States Following a Consultative Assessment for Fraud Detection and Prevention, Promoting Equitable Access, and Ensuring the Timely Payment of Benefits, including Backlog Reduction, for all Unemployment Compensation (UC) Programs*, issued February 16, 2022, <https://www.dol.gov/agencies/eta/advisories/unemployment-insurance-program-letter-no-02-22-change-1>; and
- GAO Report 22-105162, *Unemployment Insurance: Transformation Needed to Address Program Design, Infrastructure, and Integrity Risks*, issued on June 7, 2022, at <https://www.gao.gov/assets/gao-22-105162.pdf>.

7. **Attachment(s).**

- Attachment I: Updated Instructions for Completing the SF-424.

**Updated Instructions for Completing the SF-424**

I. Application for Federal Assistance (SF-424)

*Refer to Attachment III to UIPL No. 02-22 for Instructions for Completing the UI Tiger Team Project Synopsis.*

Use the current version of the form for submission. Expired forms will not be accepted. SF-424, Office of Management and Budget (OMB) Control No. 4040-0004 (Grants.gov). [https://apply07.grants.gov/apply/forms/sample/SF424\\_4\\_0-V4.0.pdf](https://apply07.grants.gov/apply/forms/sample/SF424_4_0-V4.0.pdf)

**Section # 8, APPLICANT INFORMATION:**

- Legal Name: The legal name must match the name submitted with the System for Award Management (SAM). Please refer to instructions at <https://sam.gov/content/home>.
- Employer/Tax Identification Number (EIN/TIN): Input your correct 9-digit EIN and ensure that it is recorded within SAM.
- Unique Entity Identifier (UEI): Starting on April 4, 2022, the DUNS Number was replaced by a new, non-proprietary identifier requested in and assigned by the System for Award Management (SAM) at SAM.gov. This new identifier is being called the Unique Entity Identifier (UEI), or the Entity ID. To learn more about SAM's rollout of the UEI, please visit the U.S. General Service Administration (GSA), Unique Entity Identifier Update webpage. Before submitting, states must also ensure its registration with SAM.gov is current. (SAM replaced the Central Contractor Registry.) States can find instructions for registering with SAM at <https://sam.gov/content/entity-registration>. 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, states 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 a rejection of your submission.
- Address: Input your complete address including Zipcode+4; Example: 20110-831. For lookup, use link at <https://tools.usps.com/go/ZipLookupAction!input.action>.
- Organizational Unit: Input appropriate Department Name and Division Name, if applicable.
- Name and contact information of person to be contacted on matters involving this application. Provide complete and accurate contact information including telephone number and email address for the point of contact.

**Section # 9, Type of Applicant 1**: Select Applicant Type: Input "State Government".

**Section # 10, Name of the Federal Agency**: Input "Employment and Training Administration".

**Section # 11, Catalog of Federal Domestic Assistance Number:** Input “17.225”; **CFDA Title:** Input “Unemployment Insurance”

**Section # 12, Funding Opportunity Number and Title:** Input “UI Tiger Team Grant 2021”.

**Section # 13, Competition Identification Number:** Leave Blank.

**Section # 14, Areas Affected by Project:** Input the place of performance for the project implementation; Example “NY” for New York.

**Section # 15, Descriptive Title of Applicant’s Project:** Input “UI Tiger Team Grant 2021”.

**Section # 16, Congressional Districts of:**

- a. Applicant: Input the Congressional District of your home office. For lookup, use link at <https://www.house.gov/> with Zipcode + 4.
- b. Program/Project: Input the Congressional District where the project work is performed. If it is the same place as your home office, input the congressional district for your home office. For lookup, use link at <https://www.house.gov/> with Zipcode+4.

**Section # 17, Proposed Project Dates**

- a. Start Date: Input a valid start date for the project.
- b. End Date: Input a valid end date for the project (initially two years from the start date; this can be amended upon formal request as needed).

**Section # 18, Estimated Funding (\$):**

Input the applicable funding allotment as listed for your state in Attachment I to UIPL 02-22.

**Section #s 19 – 20:** Complete as per instructions for Form SF-424.

**Section # 21, Authorized Representative:** Please select the “I AGREE” check box and provide complete information for your authorized signatory including contact information such as telephone number and email address. If your Authorized Representative has changed from your previous application submission for this program, please include a letter from higher-level leadership authorizing the new signatory for the application submission.

**Remember to have the SF-424 and SF-424a**

**<https://apply07.grants.gov/apply/forms/instructions/SF424A-V1.0-Instructions.pdf>**  
**signed and dated by the Authorized Representative.**