

# INFORMATION NOTICE

## WORKFORCE SERVICES

Number: WSIN10-2

Date: July 6, 2010

Expiration Date: 8/6/12

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TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: PY 2009-10 PARTICIPANT AND PERFORMANCE REPORTING

This information notice provides instructions and important dates regarding Program Year (PY) 2009-10 participant reporting under the Workforce Investment Act (WIA). The timeframes outlined herein comply with Department of Labor (DOL) guidance released in Training and Employment Guidance Letter (TEGL) 31-09, (June 11, 2010).

### ANNUAL REPORT

In order to report timely to Congress, DOL has established the due date for the Annual Report, required under WIA Section 136, as October 1st. To comply with DOL's due date, the State has established a year-end participant and performance reporting timeline. Attachment 1 displays this timeline and highlights important dates related to year-end reporting. Attachment 2 delineates the cohorts of exiters who will be measured for PY 2009.

The June 2010 Individual Participant Data (IPD) is the last IPD transmission that will be matched to the base wage file prior to calculation of the performance measures for the PY 2009 Annual Report. Grantees must submit final supplemental outcome data by July 20, 2010. Please note, the PY 2009 Annual Report reflects outcomes for clients leaving the program prior to September 30, 2009, except in the case of Youth Literacy or Numeracy Gains, which reflects gains for active clients through June 30, 2010. **The Job Training Automation (JTA) system will be locked to IPD transmissions at 8:00 a.m. on August 9, 2010,** and final performance for the PY 2009 Annual Report will be processed by State staff.

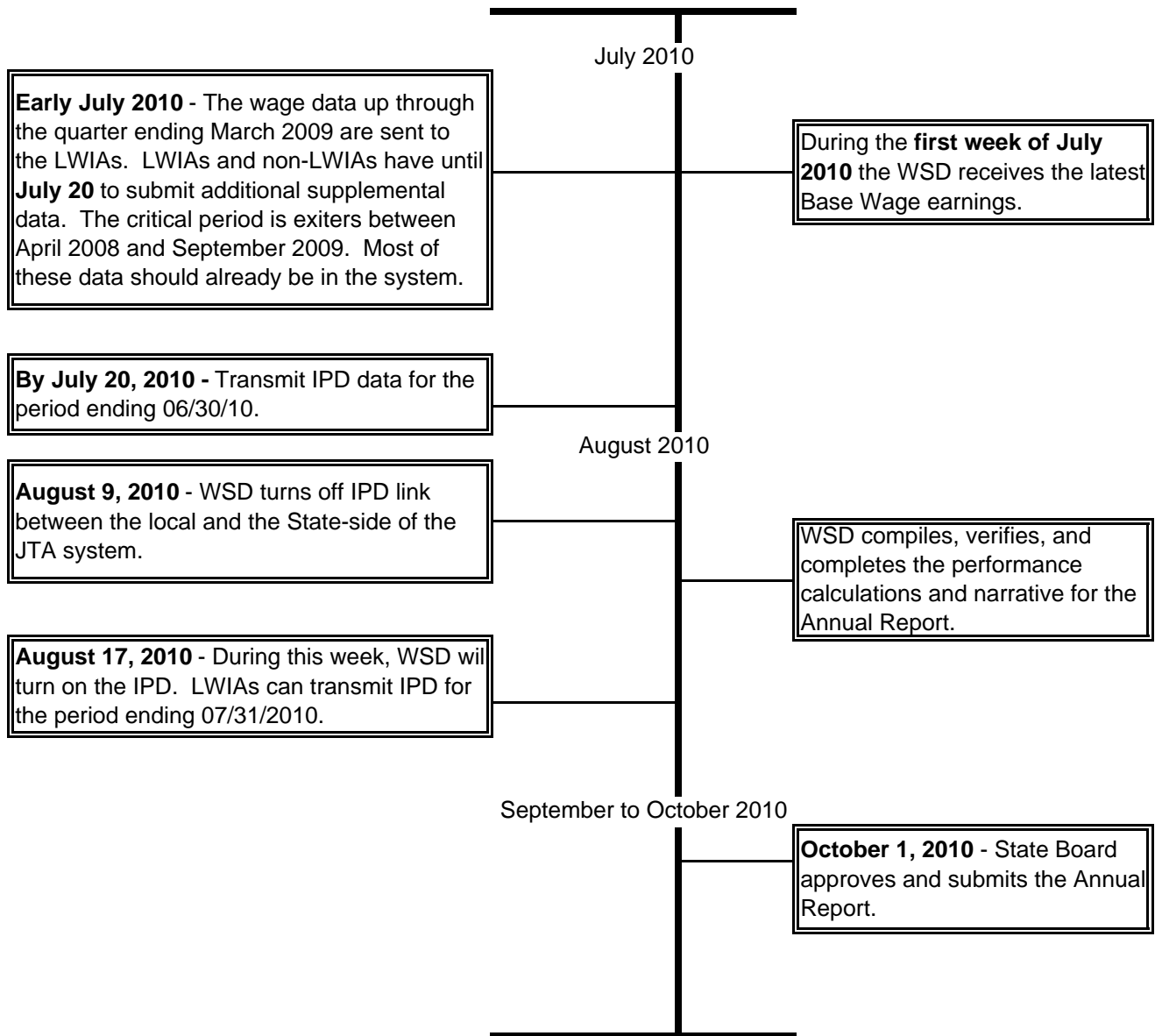
If you have questions related to the information discussed in this notice, please contact Eric Kishi at (916) 654-8305 or Roy Staton at (916) 654-8295, of the Data Analysis Unit. For JTA system questions, please contact the JTA Help Desk at (916) 653-0202.

/S/ MICHAEL EVASHENK, Chief  
Workforce Services Division

Attachments

*EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Special requests for services, aids, and/or special formats need to be made by calling (916) 654-8055 (Voice). TTY users, please call the California Relay Service at 711.*

**WIA PY 2009-10 YEAR END PARTICIPANT REPORTING TIMELINE**



### Time Periods to Be Reported in the WIA Annual Reports for PY 2009

<b>Annual Report PY 2009</b>	
<b>Due Date:</b>	October 1, 2010
<b>Reporting Item</b>	<b>Time Period (Exit Cohort) to Be Reported</b>
Total Participants	7/1/09 to 6/30/10
Total Exiters	4/1/09 to 3/30/10
<b>Adult and Dislocated Worker Performance Measures</b>	
Entered Employment Rate	10/1/08 to 9/30/09
Employment Retention Rate	4/1/08 to 3/31/09
Average Earnings	4/1/08 to 3/31/09
<b>Youth (14-21) Performance Measures</b>	
Youth Placement in Employment or Education	10/1/08 to 9/30/09
Youth Attainment of a Degree or Certificate	10/1/08 to 9/30/09
Youth Literacy or Numeracy Gains	7/1/09 to 6/30/10