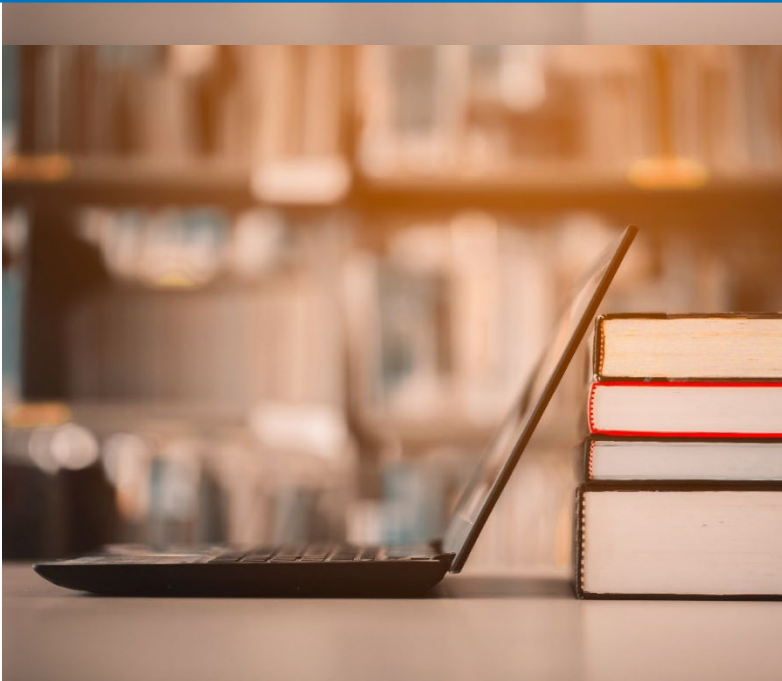




# WIOA Title I and III Grantee Performance Contacts Resources



U.S. Department of Labor  
Technical Assistance Resource

2024

## WIOA Title I and III Performance Reporting & Accountability Resources

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### Introduction

Welcome to your role in performance reporting and accountability for [Workforce Innovation and Opportunity Act \(WIOA\)](#) Title I and III grants. Each of the [six ETA Regions](#) has a staff member whose role is fully or partially dedicated to understanding and managing the performance reporting and accountability requirements under WIOA. Oftentimes Regional Performance Specialists are also familiar with and support the performance accountability requirements under competitive grants.

The following document is a beginner's guide to orient you to resources you may find helpful and relevant in your position in performance and accountability.

### Meetings

Throughout the year your Regional Office and ETA's national office host regular technical assistance events for Title I and III grantee reporting contacts. Please contact your Regional Office to ensure that you are included in meetings and communications.

### General Inquiries

The Division of Performance advises grantees to work directly with their Regional Performance Specialists when they have performance related questions. The ETA national office also hosts technical assistance events, and meetings. Contact [ETAPerforms@Dol.Gov](mailto:ETAPerforms@Dol.Gov) for performance and reporting related inquiries and to ensure that you are added to national meetings. Grantees may use this inbox for questions if they are unsure of the appropriate contact.

### Resources

The following section outlines specific resources related to performance and accountability. Although not an exhaustive list, reference the following for more information about performance indicators, reporting timelines, systems, and tools.



#### [Workforce GPS: Performance Reporting Community](#)

This community serves as a centralized source of information for the Performance Reporting related policies and resources for DOLETA's employment and training programs. Visit the performance community for technical assistance webinars and resources. Join the community to receive up to date notifications.



#### [WIOA 101 E-Learning Module](#)

This module introduces the Workforce Innovation and Opportunity Act (WIOA) performance accountability provisions and accompanying regulation. It explains WIOA legislation, performance indicators, and provides scenarios to help you better understand performance reporting requirements.





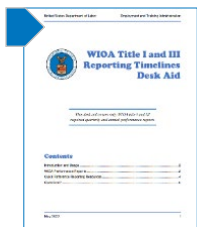
### [WIOA Performance Indicator E-learning Modules](#)

The Department of Labor's Employment and Training Administration, in collaboration with the Department of Education's Office of Career, Technical and Adult Education and the Office of Special Education and Rehabilitative Services, Rehabilitation Services Administration, introduces a new series of interactive e-Learning modules that explain select WIOA performance accountability concepts.

- [Employment Rate \(Q2 and Q4\) Indicators](#)
- [Median Earnings](#)
- [Credential Attainment](#)
- [Measurable Skill Gains](#)
- [Measurable Skill Gains - Gain Types](#)

### WIOA Performance Indicator Tools

The following tools are helpful resources to support understanding of reporting.

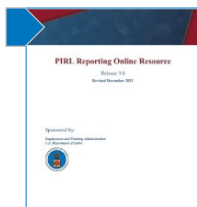


### Reporting Timelines

For Workforce Innovation and Opportunity Act (WIOA) core programs title I and title III, the U.S. Department of Labor (DOL) requires each grantee to submit a WIOA Annual Report (WIOA Statewide and Local Performance Report Template, ETA-9169) every year by October 1 as well as four quarterly reports (ETA-9173). This [Reporting Timelines Desk Aid](#) provides users a summary view of the performance reporting deadlines.

### Reporting Formats

All information requests are approved in accordance with the [Paperwork Reduction Act \(PRA\)](#), a law governing how federal agencies collect information from the American public. Any changes are made through Information Collection Requests (ICRs). Visit [ETA performance page](#) for up-to-date ICRs.



### [PIRL Reporting Online Resource](#)

The PIRL Reporting Online Resource is designed to support grantees in successfully understanding, preparing, and submitting the U.S. Department of Labor (DOL) Employment and Training Administration's (ETA) Participant Individual Record Layout (PIRL) reports (ETA-9172). The PIRL provides a framework to help the public workforce development system meet federal reporting requirements while ensuring consistency and comparability across grantees and programs.

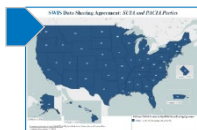
For more information on the PIRL schema, and related resources visit the [ETA performance page](#).





### Workforce Integrated Performance System (WIPS)

Use WIPS Technical Assistance Request for assistance with access to WIPS, to request an account or password reset, or account deactivation.



### State Wage Interface System (SWIS)

The State Wage Interchange System (SWIS) was developed to facilitate the interstate exchange of Wage Data between participating state agencies for the purpose of assessing and reporting on state and local performance for the programs authorized under WIOA, under other statutory provisions authorizing programs identified as one-stop partners under WIOA, and for other purposes allowed under the SWIS Data Sharing Agreement.

The SWIS Agreement addresses the requirements of the unemployment compensation confidentiality regulations, the confidentiality requirements of the Family Educational Rights and Privacy Act (FERPA) for education records, and Vocational Rehabilitation (VR) program regulations for VR participant records. To aid your review of the SWIS Agreement, please read the [background document](#) that provides information and technical assistance developed by the U.S. Departments of Labor and Education related to the purpose, applicability, and content of the SWIS Agreement. Visit [State Parties to the SWIS Agreement](#) for all participating states and [SWIS Amendments](#) for all related amendments.

Should you have questions or require more information, State workforce agencies may email [SWIS@dol.gov](mailto:SWIS@dol.gov); State adult education agencies may email [NRS@ed.gov](mailto:NRS@ed.gov); and State VR agencies may email [RSAData@ed.gov](mailto:RSAData@ed.gov).



### Common Reporting Information System (CRIS)

ETA programs not administered by a public official (i.e. non-state entities) cannot directly participate in the exchange of wage records. Therefore, Kansas serves as an intermediary and accesses wage records on behalf of ETA's national and discretionary grantees.

The [national and discretionary grantees](#) (i.e. non-state entities) send participant information, including Social Security Numbers, to ETA. ETA sends that information to Kansas and the State accesses wage records through the State Wage Interchange System (SWIS). Kansas then provides aggregate employment outcome information to ETA.



### Quarterly Report Analysis (QRA)

The QRA is also designed to aid regional monitoring and technical assistance approaches. ETA's Office of Policy Development and Research (OPDR) produces the QRA



quarterly. This series of spreadsheets provides grant recipients with feedback regarding their performance reports. The analysis includes a review of the data submitted, anomalies and outliers, and other potential data quality issues, which may indicate reporting inaccuracies.

Grant recipients are encouraged to incorporate DOL's analysis into their data integrity processes and regions into their monitoring and technical assistance efforts. The QRA is produced for all states; state grantees are encouraged to review the analysis and address any issues. States that wish to be more engaged are invited to volunteer as pilot states. Pilot states will be asked to respond to the Regional Office regarding the issues identified in the QRA as well as provide feedback on the tool and its implementation.

Regional Offices will share the State-Specific QRA Workbook with each state, requesting that volunteer pilot states respond by the deadline provided by OPDR.

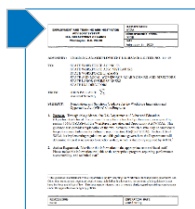
### Performance Negotiations and Sanctions

Visit the [ETA Performance Page](#) for a variety of negotiation related resources including negotiations tools, guidance, and statistical adjustment model details. Materials are updated for each cycle; links represent the most recent years as of this publication and are for reference only.



#### **PY 2024 - 2025 Negotiations Tool**

This tool aims to aid in the negotiation process of setting negotiated levels of performance for Program Years 2024 and 2025. It provides users with benchmarks provided by the statistical adjustment model (SAM)--as required by WIOA--along with an analysis of historical performance that shows both actual levels of performance as well as historic WIA performance outcomes viewed through a WIOA lens.



#### **Training Employment Guidance Letter 11-19, Change 1**

##### [Negotiations and Sanctions Guidance for the Workforce Innovation and Opportunity Act \(WIOA\) Core Programs](#)

This guidance supersedes Training and Employment Guidance Letter (TEGL) 11-19, published February 6, 2020, and developed jointly by the U.S. Departments of Labor and Education (the Departments). This guidance also continues to delineate the process for negotiating levels of performance, as required by section 116(b)(3)(A)(iv) of the Workforce Innovation and Opportunity Act (WIOA) and explains the two instances in which a state may be sanctioned, namely for performance failure or for failure to report (section 116(f) of WIOA).







### WIOA Performance Accountability Cycle

The U.S. Departments of Labor and Education jointly issued negotiations and sanctions guidance for Workforce Innovation and Opportunity Act (WIOA) core programs. on February 6, 2020. This [eLearning module](#) walks through the basic elements of the negotiations process and is intended for state and local workforce boards, administrators, and policy and operations staff.

### PY 2024 - 2025 [State Model Summaries](#)

These are state-specific summaries of the key elements derived from the statistical adjustment models developed for PY 2024-2025<sup>1</sup>. For each individual performance indicator there are plots that show how the actual level of performance for the specific state in PY 2022 compared to all states and how the pre-program year performance estimate predicted level of performance for the specific state in PY 2024 compares to the predicted levels for all states. There are also tables that give all the relevant model estimates and pre-program year 2024 data for all of the model variables. In addition, the last tab has a table that identifies all the variables included in each individual indicator model.

States developed their own local Statistical Adjustment Models for negotiation and assessment of local areas. Refer to [Training Employment Guidance Letter 11-19, Change 1](#) “Negotiations and Sanctions Guidance for the Workforce Innovation and Opportunity Act (WIOA) Core Programs.” Visit the [ETA Performance Page](#) for resources.



### WIOA Performance Assessment Web Based Training for Titles I and III

The performance assessment web-based training helps workforce system staff and managers, Board members, and policy leaders better understand the annual performance assessment process and how a state’s programs are assessed.

Take this engaging web-based training for Title I and III programs to learn how states are assessed at the end of the program year, what it means to perform successfully, and how failures to meet adjusted levels of performance are calculated. Navigate quickly to specific topics of interest, visit the glossary for term definitions, and link to related resources for more information. After this training participants will have a foundational awareness of how the performance assessment scores are calculated and applied annually, and how to interpret state level performance assessments.

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<sup>1</sup> This is an example link to the most recent model at the time of this document’s publishing. The state models are updated each cycle. See the State Model Summary page for the most recent material.





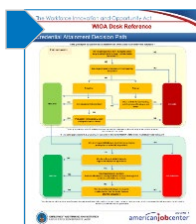
### [WIOA By the Numbers: Interactive Data Tool](#)

Data is compiled from the WIOA Individual Performance Records Full Use Data files, which takes data submitted by states on a quarterly and yearly basis to ETA and is aggregated so there are no less than three individual participants in a subgroup so the data underlying the dashboard can be released while respecting privacy concerns.



### [Post Secondary Credential Attainment Tool](#)

States, Local Workforce Development Boards (LWDB) and other Federal grantees utilizing the WIOA Credential Attainment indicator may use this tool to help determine if a credential meets the definition of recognized postsecondary credential, as defined by WIOA. Please read the guide for detailed examples of types of credentials that count, industry recognized credentials, the difference between certification and certificates and more valuable tips.



### [Credential Attainment Decision Path](#)

This desk reference is a tool for determining whether a participant should be included in both the numerator and denominator of the Credential Attainment performance indicator. This guide provides this information in two different ways: one where the decision points are described in plain language and another where the decision points are described in terms of PIRL elements.



### [Understanding Reportable Individuals and Participants for Performance: A Guide to Reporting Services](#)

The downloadable guide titled “Understanding Reportable Individuals and Participants for Performance: A Guide to Reporting Services” is intended to help users better understand (1) the distinction between a “reportable individual” and a “participant” and (2) the connections between the elements in the PIRL and the services allowed through the WIOA Adult, WIOA Dislocated Worker, Wagner Peyser Act Employment Service, and National Dislocated Worker Grants programs. You can download that guide in the Related Content section of this page. This guide is complimented by a video that will walk you through each of its components so that you are better prepared to utilize it in your performance reporting.

