

U.S. DEPARTMENT OF LABOR
EMPLOYMENT AND TRAINING ADMINISTRATION
WASHINGTON, D.C. 20213



JUL 24 1979

MEMORANDUM FOR: ETA EXECUTIVE COUNCIL

FROM: CHARLES B. KNAPP *CBK*
Deputy Assistant Secretary
for Employment and Training

SUBJECT: Proposed FY 1980 Funding Plan for
CETA Title III

Attached find a copy of the proposed FY 1980 funding plan for CETA Title III which Assistant Secretary Green recently submitted to the Secretary. The proposal was pulled together under the direction of Lamond Godwin, and he tells me that there was excellent cooperation and assistance rendered by staff in the various national office components who were asked to contribute written program justifications.

This plan, of course, is now in the form of a proposal, and it is our hope to have a final, approved version on or about August 16. I must caution, however, that certain adjustments might be made in the final plan as approved by the Secretary. Some of the reasons for these potential adjustments are mentioned in Assistant Secretary Green's cover memo to the Secretary (also attached).

It might also happen that the Secretary will call for additional information about particular programs and projects. In this case, your full cooperation will again be appreciated.

Attachment

U.S. DEPARTMENT OF LABOR
Office of the Assistant Secretary for Employment and Training
WASHINGTON, D.C. 20210



DECISION

- JUL 18 1979

MEMORANDUM FOR: THE SECRETARY

FROM: ERNEST G. GREEN
Assistant Secretary for
Employment and Training

SUBJECT: Proposed FY 1980 Funding Plan
for CETA Title III

PRIORITY: -Highest
-Very Important
-Important

SUMMARY: This presents ETA's proposed FY 1980 funding plan for programs and activities that will serve to carry out the "Special Federal Responsibilities" set forth in CETA Title III. Our proposal, which is attached, includes tables which identify each major program or activity to be carried out and which show their respective FY 1979 funding levels as well as the levels being proposed for FY 1980. Also included are written explanations of these programs and activities that have been prepared to justify the resources we are requesting and to provide you with a basis for making well-considered decisions concerning the specifics of our proposal. In the context of our experience with the FY 1979 funding plan, I am extremely pleased to be able to present the FY 1980 proposal at a relatively early stage. I also look forward to discussing these matters with you in person.

BACKGROUND/STATEMENT OF ISSUES

The ETA proposal shows total dollar allocations in the amount of \$376,380,000, which is \$5,369,000 more than our FY 1980 request for new obligational authority under Title III. This balance (i.e., gap) will be met in the form of "carry-in" from FY 1979. The FY 1979 "carry-in" should be at least this great--barring any extreme and unanticipated demands on our funds prior to the close of the fiscal year.

Of the \$376,380,000 total, \$165,861^{.000} represents mandatory allocations for Indian and farmworker programs under Sections 302 and 303 respectively. As you know, the statute prescribes minimum funding levels for these two programs in relation to the appropriation for CETA Title II.

An additional \$42,410,000 has been reserved for program support activities that have been identified as separate line items in our FY 1980 congressional budget request. These activities and the amounts being requested on a "line item" basis are as follows: (i) research and development--\$13,000,000; (ii) labor market information--\$11,100,000; (iii) evaluation--\$3,300,000; and (iv) training and technical assistance--\$15,010,000. It should be noted here that our proposal would augment these "base allocations" from funds appropriated against the "National Programs" line item in our CETA Title III budget request.

Since we are firmly locked into the allocations for Indian and farmworker programs and since the base allocations for program support activities are also fairly rigid, our main concern in constructing the FY 1980 proposal was the allocation of the remaining resources (\$168,109,000) appropriated for "National Programs" under CETA Title III. The appropriation for this particular congressional budget line item is the source of what have customarily been referred to as "discretionary funds".

In developing the proposal, requests and recommendations were solicited from all members of the ETA Executive Council. As could be expected, these requests added up to a figure that exceeded the resources we expect to be available. Despite the worthiness of nearly all of these requests, we could not oblige everybody in every case. The items that were not accommodated are as follows:

OCED

- . The \$18,393,000 requested for NAB was cut back to the Fiscal Year 1979 level of \$16,348,000.
- . The \$4,000,000 requested for offender programs was cut back to \$750,000.
- . The \$1,000,000 requested for a nationwide publicity/marketing campaign in support of PSIP, TJTC, and other programs oriented to the private sector is not included in the proposal.

UIS

- . The \$1,500,000 requested for the Redwood Forest program was cut back to \$600,000.
- . The \$26,000,000 requested for the Trade Act program was cut back to \$16,000,000.

OPER

- . The \$1,000,000 requested from discretionary resources to continue the Job Search and Relocation Pilot Program in Region IV is not reflected in the proposal.

USES

- . The \$225,000 requested for the Occupations in Demand publication is not included in the proposal.
- . The \$350,000 requested for the Florida Farm Labor Crew Program is not included in the proposal.

- . The \$14,000,000 requested for TJTC is not included in the proposal. It is the present intention to meet this mortgage from the Fiscal Year 1980 budget for PSIP (CETA Title VII).
- . USES also cautions that they have a number of special activities that they would like financed from Title III if the necessary "grants-to-States" funds are not available. These projects include: Job Service Improvement Program (\$1,300,000 augmentation to amount already set aside); ES Summer Youth (\$4,500,000); MSFW Outreach (\$1,400,000); Housing Inspections (\$325,000); and Airline Deregulation (\$350,000). None of these conditional requests (totalling \$7,875,000) are reflected in the funding proposal.

ONP

- . The \$5,000,000 requested for "White House Rural Initiatives" is not included in the proposal.
- . The request for an "enhancement" for handicapped worker programs is not accommodated in the proposal.
- . ONP advises that the \$10 million figure shown for older worker programs (as compared to the previously discussed level of \$19.8 million) might be a cause of concern.

As is evident, the construction of this proposal occasioned some difficult (indeed painful) decisions. Other noteworthy aspects of the proposal are as follows:

- . It fulfills the commitment to restore \$45 million to programs falling under the "Promotion and Development" and "Community Based Organization" categories and the former "Minority Group Skill Training" category.
- . It is a "tight" funding plan. Very few programs and activities show increases, and many have been eliminated or reduced substantially from their Fiscal Year 1979 levels.

- . Our projected "margin" of uncommitted resources is extremely slender--in the range of \$1 to \$2 million. Any unexpected demands on our resources will leave us walking a very tight line.
- . It may happen that our appropriations committees will issue authoritative instructions toward the end of this fiscal year which will require us to make subsequent adjustments to the funding plan. While the exact nature and force of these instructions will not be known for certain until the conference report is issued, already-published committee reports and floor colloquy suggest that offender programs, CETA audits, and projects for middle-aged and older workers might be the subjects of congressionally mandated resource levels that are higher than those shown in our proposal. In this regard, a need might arise to go forward with a supplemental budget request.

OTHER DOL AGENCIES INVOLVED

As explained in the proposal, the Inspector General's program of CETA audits might be financed from the Title III appropriation. Funds have also been set aside for use by the Women's Bureau.

OTHER FEDERAL AGENCIES INVOLVED

None.

CONGRESSIONAL INTEREST

Congressional interest in the allocation of Title III resources is generally intense.

OPTIONS

This particular matter is not suited for the presentation of discrete options.

RECOMMENDATION

We recommend that our proposal be approved as a working plan, with the understanding that certain adjustments might later become necessary. Any adjustments, of course, will be subject to your approval.

LATEST DATE FOR ACTION

We would prefer that a settlement is reached on the funding plan on or about August 16, 1979.

CONTACT PERSONS

Charles B. Knapp (376-2022)
Lamond Godwin (376-6093)
Steve Puterbaugh (376-6093)

Attachment

CETA TITLE III

PROPOSED FUNDING PLAN

FOR FISCAL YEAR 1980

ETA-USDOL
July 1979

TABLE OF CONTENTS

	Page
Summary Table of Funding Plan	1
Detailed Breakdown of Funding Plan	2
Justifications for FY 1980 Proposals	
Targeted Outreach	5
National OJT	7
Community Based Organizations	10
Promotion and Development	12
Job Service Improvement Program	14
Apprenticeship Initiatives	18
Trade Act Adjustment Assistance	21
Redwood Employee Protection Program	23
Displaced Homemaker Programs	25
Offender Programs	27
Programs for Persons with Limited English Speaking Ability	29
Handicapped Worker Programs	31
Older Worker Programs	33
Single Parent Programs	35
Youth Programs	37
Small Business Workshops	39
Miscellaneous Programs and Activities	41
Native American Employment and Training Programs	43
Migrant and Seasonal Farmworker Employment and Training Programs	46
Veterans Information and Outreach	50
Programs for the Handicapped	54
Projects for Middle-Aged and Older Workers	56

	Page
Regular Research and Development	58
Supported Work Program	62
Work Sharing Program	64
Minnesota Work Equity Program	67
Institutional Grants Program	69
National Longitudinal Survey	71
Minority Researchers Associates	73
Career Advancement for Minorities in the Social Sciences	74
Brookings Institution	76
R&D PSIP	77
International Apprenticeship Task Force Study	79
Labor Market Information	80
Evaluation	83
CLMS	85
Regular Training and Technical Assistance . .	87
PSIP Training and Technical Assistance	91
CETA MIS Redesign	93
Economic Development	95
National Commission for Employment Policy . .	97
CETA Audits	99
Policy Analysis Support	100

PROPOSED FY 1980 FUNDING PLAN FOR CETA TITLE III
SUMMARY TABLE (\$-000-)

<u>PROGRAM/ACTIVITY</u>	<u>FY 1979</u>	<u>FY 1980 PROPOSAL</u>
Sec. 301 -- Special Programs and Activities	\$149,139	\$114,019
Sec. 302 -- Native American Employment and Training Programs	73,214 ^{1/}	78,566 ^{1/}
Sec. 303 -- Migrant and Seasonal Farmworker Employment and Training Programs	81,349 ^{1/}	87,295 ^{1/}
Sec. 304 -- Job Search and Relocation Assistance	-0- ^{2/}	-0- ^{2/}
Sec. 305 -- Veterans Information and Outreach	27,548	26,600
Sec. 306 -- Programs for the Handicapped	292	292
Sec. 307 -- Partnership Programs	-0-	-0-
Sec. 308 -- Projects for Middle-Aged and Older Workers	678	678
Sec. 311 -- Research and Development	28,185	17,560
Sec. 312 -- Labor Market Information and Job Bank Program	12,600	11,100
Sec. 313 -- Evaluation	8,300	8,300
Sec. 314 -- Training and Technical Assistance	16,460	20,560
Sec. 315 -- National Occupational Information Coordinating Committee	-0- ^{3/}	-0- ^{3/}
Sec. 316 -- Evaluations and Incentive Grants	-0-	-0-
Sec. 317 -- Voucher Demonstration Projects	-0- ^{2/}	-0- ^{2/}
Sec. 318 -- Employment and Training Activities to Stimulate Local Private Economic Development	600	1,000
Title V -- National Commission for Employment Policy	1,500	1,910
Other	9,613	8,500
TOTALS	<u>\$409,478</u>	<u>\$376,380</u>

^{1/} Minimum amount required by statute.

^{2/} Related activity being conducted on small scale from the "regular" R&D budget under sec. 311.

^{3/} Funded from CETA Title IV.

PROPOSED FY 1980 FUNDING PLAN FOR CETA TITLE III

DETAILED BREAKDOWN (\$-000-)

	<u>RESPONSIBLE OFFICE</u>	<u>FY 1979</u>	<u>FY 1980 PROPOSAL</u>
<u>SEC. 301 -- SPECIAL PROGRAMS AND ACTIVITIES</u>	See Below	<u>\$149,139</u>	<u>\$114,019</u>
Targeted Outreach	ONP	19,532	19,532
National OUT	ONP	20,918	20,918
Community-Based Organizations	ONP	8,361	8,361
Promotion and Development	ONP OCED	23,978	23,720
Job Service Improvement Program	USES	1,675	1,700
Apprenticeship Initiatives	BAT	915	1,190
Trade Adjustment Assistance Program	UIS	26,000	16,000
Redwood Employee Protection Program	UIS USES	500	600
Displaced Homemaker Programs	ONP OCED OPER	5,000	1,000
Offender Programs	OCED	2,750	750
Programs for Persons with Limited English Speaking Ability	ONP	1,454	1,500
Handicapped Worker Programs	ONP	2,942	2,942
Older Worker Programs	ONP	17,922	10,000
Single Parent Programs	ONP	-0-	750
Youth Programs	ONP	-0-	750
Small Business Workshops	ONP	-0-	750
Miscellaneous Programs and Activities	Several	17,192	3,556
<u>SEC. 302 -- NATIVE AMERICAN EMPLOYMENT AND TRAINING PROGRAMS</u>	ONP	<u>73,214^{1/}</u>	<u>78,566^{1/}</u>
<u>SEC. 303 -- MIGRANT AND SEASONAL FARMWORKER EMPLOYMENT AND TRAINING PROGRAMS</u>	ONP	<u>81,349^{1/}</u>	<u>87,295^{1/}</u>
<u>SEC. 304 -- JOB SEARCH AND RELOCATION ASSISTANCE</u>	USES	<u>-0-</u>	<u>-0-</u>
<u>SEC. 305 -- VETERANS INFORMATION AND OUTREACH</u>	VES	<u>27,548</u>	<u>26,600</u>
<u>SEC. 306 -- PROGRAMS FOR THE HANDICAPPED</u>	ONP	<u>292</u>	<u>292</u>

	RESPONSIBLE OFFICE	FY 1979	FY 1980 PROPOSAL
<u>SEC. 307 — PARTNERSHIP PROGRAMS</u>	OCED USES	-0-	-0-
<u>SEC. 308 — PROJECTS FOR MIDDLE- AGED AND OLDER WORKERS</u>	ONP	678	678
<u>SEC. 311 — RESEARCH AND DEVELOPMENT</u>	See Below	28,185	17,560
Regular R&D	OPER	13,000 ^{2/}	13,000 ^{2/}
Supported Work	OPER	500	500
Work Sharing	OPER UTS	4,000	250
Minnesota Work Equity	OPER	500	500
Institutional Grants	OPER	1,000	1,000
National Longitudinal Survey	OPER	500	600
National Rural Center	OPER	200	-0-
Minority Researchers Association	OPER	150	150
Apprenticeship R&D	OPER	100 ^{3/}	-0 ^{3/}
Career Advancement for Minorities in the Social Sciences	OPER	300	300
Brookings Institution	OPER	260	260
PSIP R&D	OCED	750	950
International Apprenticeship Task Force Study	OPER	125	50
Research/MIS Pilot Projects	ASPER	6,800	-0-
<u>SEC. 312 — LABOR MARKET INFORMATION AND JOB BANK PROGRAM</u>	OPER	12,600 ^{2/}	11,100 ^{2/}
<u>SEC. 313 — EVALUATION</u>	OPER	8,300	8,300
Evaluation		3,300 ^{2/}	3,300 ^{2/}
CLMS		5,000	5,000
<u>SEC. 314 — TRAINING AND TECHNICAL ASSISTANCE</u>	See Below	16,460	20,560
Regular Training and Technical Assistance	OFO	14,460 ^{2/}	15,010 ^{2/}
PSIP Training and Technical Assistance	OCED	1,000	550
CETA MIS Redesign	OAM	1,000	5,000
<u>SEC. 315 — NOICC</u>	OPER	-0-4/	-0-4/
<u>SEC. 316 — EVALUATIONS AND INCENTIVE GRANTS</u>	OPER	-0-	-0-

	<u>RESPONSIBLE OFFICE</u>	<u>FY 1979</u>	<u>FY 1980 PROPOSAL</u>
<u>SEC. 317 -- VOUCHER DEMONSTRATION PROJECTS</u>	OPER	<u>-0- 3/</u>	<u>-0- 3/</u>
<u>SEC. 318 -- EMPLOYMENT AND TRAINING ACTIVITIES TO STIMULATE LOCAL PRIVATE ECONOMIC DEVELOPMENT</u>	OCED	<u>600</u>	<u>1,000</u>
<u>TITLE V -- NATIONAL COMMISSION FOR EMPLOYMENT POLICY</u>	OPER	<u>1,500</u>	<u>1,910</u>
<u>OTHER</u>	See Below	<u>9,613</u>	<u>8,500</u>
National Commission on Employment and Unemployment Statistics	OPER	1,173	-0-
CETA Audits	OIG	8,000	8,000
Policy Analysis Support	OPER	440	500
TOTALS:		<u>409,478</u>	<u>376,380</u>

- 1/ Minimum amount required by statute and identified as separate line item in the congressional budget request.
- 2/ Identified as separate line item in congressional budget request.
- 3/ Related activities funded from "regular" R&D budget.
- 4/ Funded from CETA Title IV.

TARGETED OUTREACH PROGRAM

Legislative Authority: Sec. 301(a)(1),(2),(4)

There is no specific mandate in the statute requiring the Department to conduct this program. It is funded on a discretionary basis.

Responsible Office: ONP-ETA

Funding:

	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned obligations.....	\$19,532,000	\$19,532,000

These obligations are chargeable to the appropriation for "National Programs" under CETA Title III.

Overview of Program:

The Targeted Outreach Program (TOP) is a major component in the Federal Government's effort to help minorities and women overcome artificial barriers to employment in the skilled construction trades and in other highly skilled occupations. The primary focus of the TOP is on apprenticeable jobs. The program was established in the late 1960's.

At this time, TOP projects are found in more than 100 cities across the Nation. There are 21 different organizations participating as project sponsors, 5 of which conduct multi-regional operations. These 5 include the National Urban League, RTP, Inc., the AFL-CIO's Human Resources Development Institute, the United Auto Workers, and the International Association of Firefighters.

TOP projects are designed to serve a specialized labor exchange function. Extensive training and employability development services are not involved. TOP projects recruit fairly qualified job seekers from the target groups; provide them with a relatively modest level of counseling, tutoring, and supportive services; and develop appropriate job opportunities to which their clients can be referred.

Recent Accomplishments:

In FY 1978, the TOP achieved 14,524 placements. Of these, 6,985 were placements in the skilled construction trades, 5,578 were placements into other skilled occupations, and 1,961 were placements into non-skilled jobs. The cost per placement was \$1,282; and the average hourly pay increase for those placed was \$1.40. The comparable figures for CETA prime sponsors were \$3,747 and 44¢, respectively. Of those placed, 21% were women, 28% were age 21 or less, 82% had at least a high school education, 31% were economically disadvantaged, 85% were from minority groups, and 22% were veterans.

Performance in FY 1979 should be about the same as it was in FY 1978.

Impact of Proposed FY 1980 Funding Level:

In "real dollar" terms, the FY 1980 resources would be slightly less than those available in FY 1979. This decrease, it is felt, could be absorbed without having any serious impact in terms of declining placements. At the proposed funding level, the TOP would remain a viable program.

Other Comments:

The TOP is subject to the "agreement" reached in connection with the \$45 million increment to the FY 1980 budget request for CETA Title III. While House appropriations subcommittee marked the TOP for an \$8 million cut, the Senate subcommittee has taken a stand to protect the program. The Senate is expected to prevail. The TOP is also one of the subjects of a consent order dealing with the Department's efforts to advance women into the construction trades.

THE NATIONAL OJT PROGRAM

Legislative Authority: Sec. 301(a)(1),(2),(4)

There is no specific mandate in the statute requiring the Department to conduct this program. It is funded on a discretionary basis.

Responsible Office: ONP-ETA

<u>Funding:</u>	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned obligations . . .	\$20,918,000	\$20,918,000

These obligations are chargeable to the appropriation for "National Programs" under CETA Title III.

Overview of Program:

The National OJT Program, established in the late 1960's, presently consists of 23 separate training projects. Most of them are conducted by national-level labor organizations, but employer associations, private nonprofit groups, and even a major business firm also participate as program sponsors. All of these projects are private sector oriented and nearly all of them are multi-regional in scope.

The National OJT Program provides access to job markets that CETA prime sponsors find difficult to approach--such as the unionized construction industry, the railroad industry, and the automotive industry. For the most part, National OJT projects are under the stewardship of organizations that have direct influence over the employment and training practices of major industries. This tends to ensure that the training is practical and that real jobs exist for those who participate in the training.

Most National OJT projects focus on a specific industry or trade, but until recently they did not have a clear focus in terms of the target

groups who would receive the training. This has been remedied by new guidelines that went into effect shortly before the outset of FY 1979. With a few appropriate exceptions, these guidelines require terms and conditions in each new funding agreement that limit training opportunities to economically disadvantaged persons, with goals of at least 51 percent for minorities and at least 20 percent for women.

The National OJT Program is basically an employability development activity. The projects are designed to ensure that participants acquire the skills and abilities needed to function successfully in the labor market through on-the-job training, often coupled with classroom instruction. Since participation in a National OJT project usually involves an immediate attachment to an employer, unsubsidized placement rates are usually high.

Recent Accomplishments:

In FY 1978, approximately 18,850 received training under the National OJT Program--13,800 in entry-level training and 5,050 in upgrade training. About 12,850 of the entry-level trainees were retained in unsubsidized employment. Of those placed in unsubsidized jobs, 17% were women, 31% were age 21 or less, 15% were age 45 or over, 25% had less than a high school education, 36% were from minority groups, and 23% were veterans. In Fiscal Year 1978, the average cost per placement was \$1,350 and the average hourly pay increase for those placed was \$1.30. The comparable figures for CETA prime sponsors were \$3,747 and 44¢, respectively.

Performance in FY 1979 should show marked improvements in terms of increases in minority participation, female participation, and participation by economically disadvantaged people. There will also be a decrease in the level of upgrade training.

Impact of Proposed FY 1980 Funding Level:

- = In "real dollar" terms, the FY 1980 resources would be less than those available in FY 1979.
- = This decrease will most certainly reduce the number of training opportunities provided under the program. However, if funded at the level proposed, the National OJT Program will remain a viable effort.

Other Comments:

The National OJT Program is subject to the "agreement" reached in connection with the \$45 million increment to the FY 1980 request for CETA Title III. Moreover, the Senate appropriations subcommittee has taken the position that this program should not suffer cuts in FY 1980.

COMMUNITY BASED ORGANIZATIONS

Legislative Authority: Sec. 301(a)(3)

There is no specific mandate in the statute requiring the Department to conduct this program. It is funded on a discretionary basis.

Responsible Office: ONP-ETA

Funding:

	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned obligations.....	\$3,361,000	\$3,361,000

These obligations are chargeable to the appropriation for "National Programs" under CETA Title III.

Overview of Program:

Under this program category, ETA awards funds to the national headquarters of Opportunities Industrialization Centers (OIC), SER-Jobs for Progress, the National Urban League, and other community based organizations (CBO's). These organizations are thus enabled to conduct technical assistance and training activities that are intended to strengthen the service delivery capabilities of their numerous local affiliates. This is important because CETA prime sponsors have found local CBO's to be especially effective in reaching and serving the more severely disadvantaged in their jurisdictions. By fostering greater utilization of CBO's by prime sponsors, ETA helps to fulfill the aims of the CETA re-enactment with respect to sharper targeting of resources to those most in need.

Recent Accomplishments:

In FY 1978, approximately 360 local-level CBO's received technical assistance and training. In the year, these local-level organizations received service-delivery subgrants and contracts from CETA prime sponsors totalling close to \$180 million. Activity in FY 1979 will be at equivalent levels.

Impact of Proposal FY 1980 Funding Level:

In "real dollar" terms, the FY 1980 resources would be slightly less than those available in FY 1979. This decrease, it is felt, would be absorbed without any serious diminution of activity. At the proposed funding level, the CBO effort would remain viable.

Other Comments:

The CBO category is subject to the "agreement" reached in connection with the \$45 million increment to the FY 1980 budget request for CETA Title III.

PROMOTION AND DEVELOPMENT PROGRAMS

Legislative Authority: Sec. 301(a)(3)

There is no specific mandate in the statute requiring the Department to conduct these programs. They are funded on a discretionary basis.

Responsible Offices: ONP and OCED-ETA

<u>Funding:</u>	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned Obligations . . .	\$23,978,00	\$23,720,000

These obligations are chargeable to the appropriation for "National Programs" under CETA Title III.

Overview of Programs:

Promotion and Development (P&D) programs are intended to foster new or improved working relationships between the network of Federal/State/local employment and training agencies and the business community, the labor movement and other private or public entities that are in a position to further the purposes of CETA and kindred legislation. The two principal programs under this category are those conducted by the National Alliance of Businessmen (NAB) and the AFL-CIO's Human Resources Development Institute (HRDI). Working respectively with the business community and the labor movement, these two organizations promote and foster active private industry partnerships with federally assisted employment and training programs--mainly those operated by CETA prime sponsors, with particular emphasis on programs under CETA Title VII.

Other P&D programs that are planned for continuation in FY 1980 include those conducted by: the Center for Community Change, which helps unaffiliated community based organizations become active players in State and local CETA programs; Health and

Education resources, Inc., which helps design and implement training programs in the field of medical technology; the Federal bonding program, which assures employment-related fidelity bonds for ex-offenders; the United Negro College Fund, which helps historically black colleges become active partners in State and local CETA programs; and the George Meany Center for Labor Studies, which has designed and implemented a course of instruction for registered apprentices leading to an associate of arts degree.

Recent Accomplishments:

In FY 1979, both NAB and HRDI are playing instrumental roles in the formation of Private Industry Councils under CETA Title VII. In FY 1978, NAB identified approximately 720,000 private industry jobs for CETA participants and HRDI identified nearly 25,000 job openings for Job Service clients. Performance in FY 1979 should be comparable.

Impact of Proposed FY 1980 Funding Level:

The level proposed for FY 1980 will permit the Department to renew the NAB program at its FY 1979 dollar level of \$16,348,000. It will also permit the renewal of the HRDI program with a \$500,000 increase for additional PSIP-related activities. The other P&D programs identified above will be renewed at their FY 1979 dollar levels, but the P&D programs conducted by the Federation of Southern Cooperatives and the University of Texas will be dropped after the expiration of their FY 1979 funding agreements.

Other Comments:

This program category will benefit from the \$45 million increment to the FY 1980 budget request for CETA Title III.

JOB SERVICE IMPROVEMENT PROGRAM

Legislative Authority: Sec. 301a(3)

There is no specific mandate in the statute requiring the Department to conduct this program. It is funded on a discretionary basis.

Responsible Office: USES-ETA

Funding:

	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned Obligations.....	\$1,675,000	\$1,700,000

These obligations are chargeable to the appropriation for "National Programs" under CETA Title III.

Overview of Program:

The antecedents of the JSIP go back to 1971, when the DOL funded a 2-year R&D project, conducted by Greenleigh Associates, Inc. In eight cities local employers formed committees and ES staff formed task forces and jointly they engaged in problem-solving efforts to improve the quality and delivery of ES services to employers. The R&D project was designed and undertaken in direct response to the sharp decline in ES job orders and placements that occurred during the 1960s.

The concept of this Employer Services Improvement Program (ESIP), as the special R&D project was called, was extended to and implemented in an additional 20 cities in FY 1974 and by May 1975, the ESIP was operating in 80 cities, involving 1800 employers. Because the ESIP was designed as a series of interlocking elements and procedures, it was regarded as a "process model." The elements of the process included:

1. a committee of representative local employers which identified problems in ES operations, particularly as they related to employers
2. a task force of local ES staff, which developed a Plan of Action for resolving the problems identified by the employer committee
3. the local ES manager who supported the ESIP activities and approved the Plan of Action

In addition, local ESIP projects made use of "change agents" and in some cases "sponsors." A "sponsor," for example the local Chamber of Commerce, served to give greater legitimacy to the employer committee and to provide a foundation for eventual institutionalization of the committee. A "change agent," on the other hand, served as a consultant and "catalyst" to the local ES task force, helping it develop its problem-solving capabilities and acting as liaison between the task force and the employers' committee. The change agent was generally appointed by the State ES agency, thus representing State level support and commitment.

In 1975 the term JSIP (Job Service Improvement Program) came into use and referred to an umbrella project which encompassed the ESIP "process"—with all its elements—as well as two related programs: Job Service Public Communications Program (JSPCP) and the National Employers' Committee (NEC).

The rationale for support and expansion of the JSIP employer committee process no longer lies negatively in ETA's concern over dramatically declining job orders and placements; now that orders and placements are up, the rationale rests in ETA's commitment to developing a "new partnership" between the ES and private sector employers.

As part of this priority effort to strengthen private sector support of the ES, ETA is carrying out a plan to establish 200 additional local employer committees by October 1, at a cost of \$2.8 million. These funds will be split three ways: (1) one-third divided evenly among the 10 regions, (2) one-third allocated among the regions based on the total number of new committees planned (exclusive of separate "big cities"), and (3) one-third allocated among the regions based on the number of "big cities" for which new committees are planned. "Big cities" are defined as those having populations of 500,000 or more. Allocations assume an average implementation cost of \$15,000 per new committee.

The JSIP, with its focus on employer committees as ongoing communications links between the ES and the business community, is expected to (1) improve the quality and delivery of ES services to employers, and thereby (2) increase the ES proportion of hiring in the private sector, and ultimately (3) increase Job Service placement productivity.

Recent Accomplishments:

During the 1970's, the USES has directed a sincere effort toward rebuilding the confidence of employers in understanding and using the Job Service. Based on successful findings in early research studies, the activities for involving employers have centered around gaining their input and acting on their recommendations. The purpose of this involvement is to improve the local service delivery so as to provide a quality labor exchange for both jobseekers and employers.

The programmatic steps taken toward the goal of increased employer involvement have resulted in the following:

- o By September of 1979, over 19,000 employers in more than 800 communities will be actively working throughout the country to improve their local Job Service office operations.
- o In the form of local employer committees, these employers have contributed their time, energy, and support to the Job Service.
- o Employers have voluntarily developed committees for Job Service Improvement at some State levels and at the national level.
- o The Employers' National Job Service Improvement Committee organized themselves in 1975 as a result of the greatly increased numbers of local committees. The purposes identified for this committee were:
 - to open up a dialogue with ETA
 - to coordinate employer efforts,
 - to exchange information,
 - and to seek solutions to problems in need of national attention.

The impact of this employer involvement can be stated as follows:

- o A mechanism is in place whereby a public agency can be responsive to the private sector it serves.
- o With these responsive and open communications, employers repeatedly demonstrate their support and enthusiasm for the Job Service function.

- o Improved contacts and involvement with the business community have been contributing factors for significant performance improvements in the Job Service. For example:
 - Job Service productivity has risen 51.5 percent during the past 4 years from 130 to 197 individuals placed per staff-year worked.
 - job openings listed with the Job Service rose 43.1 percent from FY 1975 to FY 1978,
 - private sector placements were up 4.3 percent in first quarter of FY 1979, while subsidized job placement declined 14.1 percent.

Impact of Proposed FY 1980 Funding Level:

The proposed \$1,700,000 FY 1980 funding level will enable ETA to organize 100 new Job Service Employer Committees (JSECs) at a cost of \$15,000 per committee. It will also provide \$200,000 for further utilizing and strengthening the 800+ JSECs functioning at the end of FY 1979. Due to fiscal constraints it will be necessary to curtail some and defer other activities designed to more fully utilize and make stronger the JSECs already organized.

APPRENTICESHIP INITIATIVES

Legislative Authority: Sec. 301 (a) (5)

There is no specific mandate in the statute requiring the Department to conduct this program. It is funded on a discretionary basis by the Secretary of Labor.

Responsible Office: BAT-ETA

<u>Funding:</u>	<u>FY 1979</u>	<u>Proposed FY 1980</u>
Planned Obligations. . . .	\$915,000	\$1,190,000
	(\$10,181,807)*	

These obligations are chargeable to the appropriation for "National Programs" under CETA Title III. BAT has been informed that it will have \$1,190,000 available for New Initiative contracts in FY 1980 and, therefore, a plan reducing the existing program by about 90% has been developed and is presented as an attachment.

Overview of Program:

The New Initiatives in Apprenticeship Program has been a major component of the Secretary's program to stimulate growth in apprenticeship and the President's Economic Stimulus Program. The program addresses expansion of apprenticeship opportunities in highly skilled occupations and promotes apprenticeship in industries not now using this type of training. Prime targets have been the health, medical areas; auto repair; energy related industries, petroleum, mining; government, at all levels. Such expansion efforts have also emphasized increased opportunities for women and minorities. Specifically, current New Initiatives contracts are of three major types.

Selected Industry Campaigns - Contracts with industry and labor organizations to expand apprenticeship in industries where apprenticeship has low penetration, where industry uses OJT for worker advancement and where there are indications of growth potential and stable employment.

Multi-Trades Committees - Contracts intended to establish a mechanism in selected cities to provide administrative assistance to small employers with apprenticeship programs, and to encourage the development of new programs among employers where the lack of such assistance is a barrier.

School Linkage - Contracts to provide work orientation and preapprenticeship during early school years with hands-on instruction and part-time employment as apprentices during senior year of high school with agreement of continuation through full term of apprenticeship upon graduation.

*Funds obligated in active contracts under cited legislative authority.

Recent Accomplishments:

Cumulative expenditures of completed New Initiatives contracts were over \$14 million and resulted in about 1,400 new apprenticeship programs and 24,500 new apprentices as of May 31, 1979. Cumulative expenditures of active new initiative contracts totaled over \$5,700,000 with new apprenticeship programs numbering 785 and new apprentices over 11,000. Latest available data indicates about 7% female accessions in these programs which is about a 100% higher female accession rate than in traditional apprenticeship programs. Minority accessions in New Initiative programs averaged about 14%.

Impact of Proposed FY 1980 Funding Level:

Proposed FY 1980 funding for New Initiatives in apprenticeship will result in about 90% reduction in national resources for such programmatic efforts. For the School Linkage component such a reduction will have a minimal effect as the Office of Youth Programs has agreed to future funding as appropriate. For the Multi-trades component efforts are underway to obtain local funding. Reports to date indicate mixed results in this effort with only two of the nine current programs showing good prospects. It can be expected that programs not receiving local funding will generate considerable communication with the Department through local interest groups, and local and State government officials and congressional delegations to request continued national funding. For the Selected Industry components the significant decrease in proposed funding of individual contracts can be expected to result in extensive pressure by relatively influential organizations upon the Department to restore funding to current levels. Organizations involved are listed in Attachment 2.

New Initiatives In Apprenticeship
Proposed Plan for Reduced FY 1980 Funding

<u>Contractor</u>	<u>Amount of Current Contract</u>	<u>Proposed Funding</u>
Int'l. Assoc. of Machinists	\$150,000	\$34,000
Society for Advanced Medical Systems	295,565	75,000
Int'l. Union Elec. Wrks.	348,003	100,000
Amer. Culinary Fed. Ed. Inst.	622,935	52,000
Int'l. Assoc. Fire Fighters/Fire Chiefs (Fire Fighters)	204,832	86,000
Int'l. Assoc. Fire Fighters/Fire Chiefs (Emer. Med. Tech.)	1,400,000	138,000
Service Employees Int'l. Union	427,999	74,000
United Auto Workers	357,329	104,000
Auto Service Councils	542,690	104,000
Int'l. Brother. Police Officers	224,285	104,000
Roofers	200,000	69,000
Asbestos Workers	200,000	45,000
Calif. Div. of App. Stands. Psych. Tech.	1,036,562	0
Calif. Div. of App. Stands. Agriculture	335,567	0
Nat'l. Culinary App. Prgm., Hotel, Rest.& Bartenders Int'l. Union	211,181	0
Forest Educ. & Energ. Inst.	179,916	0
Amer. Fed. State, County, Munic, Employees	103,640*	0
Nat'l. Auto Dealers Assoc.	619,990	0
✓ State-Nat'l. App. Reporting System	--	180,000
✓ Fed. Comm. on Apprenticeship	--	25,000
City of Providence, R.I.	88,336	0
Monmouth Apprenticeship Center, N.J.	119,411	0
Lehigh Valley Apprenticeship Program, PA	103,019	0
Memphis App. Council, TN	127,044	0
Indianapolis Comm. on App., IN	140,465	0
Community App. Council, TX	129,872	0
City of Lincoln, NB	79,262	0
Promotion of App., Inc., UT	98,550	0
Multi-Trade App., Inc., ID	75,000	0
Cleveland Public Schools, OH	634,034	0
Nashville Community Comm., TN	515,115	0
Delgado College, LA	611,205	0
TOTAL	\$10,181,807	\$1,190,000

*Contract extends thru FY80.

TRADE ADJUSTMENT ASSISTANCE PROGRAM

Legislative Authorities: Sections 236-238 of the Trade Act of 1974, and Section 301(a)(6) CETA.

There is no statutory mandate requiring the Department to support training under this program, however, job search and relocation allowances are required by the Act. It is funded on a discretionary basis.

Responsible Office: UIS-ETA

Funding:

	<u>FY 1978</u>	<u>FY 1980 proposal</u>
Planned obligations. . .	\$26,000,000	\$16,000,000

These obligations are chargeable to the appropriation for "National Programs" under CETA Title III.

Overview of Program:

The Trade Adjustment Assistance (TAA) Program is the Federal Government's effort to help workers who are separated from employment as a result of increased imports, which have contributed importantly to their actual or threatened separation. The assistance is provided to assure the readjustment of trade affected workers as quickly and effectively as possible, by preparing each totally separated worker for full employment in accordance with the worker's capabilities and prospective employment opportunities.

State Employment Security Agencies become involved in the TAA process only after the Department of Labor has investigated and determined as eligible for assistance, a petition filed by workers adversely affected by foreign import competition. Upon the Department's notification of eligibility, local ES offices contact the covered workers in order to provide them with the special adjustment assistance. These may include testing, counseling, placement, supportive services, job search, relocation and training costs, including subsistence and transportation allowances. Weekly trade readjustment allowances (TRA) are also provided.

During FY 1978 there were 723 certified petitions covering 110, 148 workers. Currently there are 2,147 certified petitions covering 470,725 workers.

Recent Accomplishments:

In FY 1978, the TAA Program achieved 6,357 placements; 631 relocations, 1,072 job searches and referred 8,479 individuals to training. Supportive services were provided to 4,351 persons. Because of the retroactive nature of the program 72.1 percent of trade impacted workers were employed at the time they applied for TRA. Some 80,000 applications for employability services were filed during the fiscal year. Currently, 33,000 trade impacted workers are registered for employability services.

Impact of Proposed FY 1980 Funding Level:

FY 1980 resources will be reduced by \$10 million from the FY 1979 level. The projected workload for FY 1980 at a cost of \$26 million would afford training opportunities to 9,000 workers; 1,300 job searches and 700 relocations plus supportive services and related administrative costs. These figures reflect a significant decrease in our projection of the number of workers who would be afforded training opportunities. Therefore, the reduced funding level of \$16 million will have a serious impact on the ever-increasing demand for training.

REDWOOD EMPLOYEE PROTECTION PROGRAM (REPP)

Legislative Authority:

- . Section 301(a)(6) of CETA
- . Sections 210(b), 211, 212(a) and (b) of Public Law 95-250
- . Section 237 of Public Law 93-618

Responsible Offices: UIS and USES - ETA

Funding:

	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned Obligations.	\$.500,000*	\$600,000

*Was reduced from 1.5 m recently.

The obligations are chargeable to the appropriation for "National Programs" under CETA Title III.

Overview of Program:

The Redwood Employee Protection Program (REPP) is an effort of the Federal Government to aid certain workers whose employment is adversely affected by the 1978 Amendments to the Redwood National Park Act of 1968. These amendments expanded the Park's boundaries by 48,000 acres in Humboldt and Del Norte Counties, California, causing the layoff or downgrading of workers engaged in sawmill, plywood, and other wood processing operations. The California Employment Development Department (EDD) has an agreement with the Secretary of Labor to administer this program.

Those benefits funded herein include training (including training for technical and professional occupations); Job Search allowances under the same terms, conditions, and amounts as provided in Section 237 of the Trade Act of 1974; Relocation allowances; and moving expense benefits for the same purposes as are set forth in the Regional Rail Reorganization Act of 1973 (Public Law 93-236).

Recent Accomplishments:

Though none of the aforementioned benefits have been paid, some are in the process. There are somewhere between 75 and 100 workers who have relocated and have potential eligibility for these benefits including reimbursement for losses incurred in the sale of their principal residence or breaking of a lease to accept work outside of their commuting area. In addition, there are between 1600 and 2000 workers that have potential eligibility for one or all of these benefits, who have yet to make a claim. Fifty people were to start training June 20, 1979, and 150 are scheduled to start training in September. The Humboldt County CETA Prime Sponsor has an agreement with EDD to provide training and other related services.

Impact of Proposed Fiscal Year 1980 Funding Level:

Our limited experience with this program thus far has not given us confidence in projecting the "mortgage" for FY. 1980. The \$600,000 figure might be very short of the mark. Given the "entitlement" nature of this program, a mandatory increase to the funding level is a possibility.

Other Comments:

There are two benefit provisions that may cause problems with any predictions. The first is training, which includes technical and professional occupations. The DOL training endeavors have been primarily in the areas of basic education and vocational training, leaving little or no experience or data to draw upon and give us guidance. The second is the reimbursement for losses incurred in the sale of a workers' primary residence in order to accept employment in another area. It is obvious we have no experience in this area and conceivably could be a very costly portion of the program.

DISPLACED HOMEMAKER PROGRAMS

Legislative Authority: Sec. 301(b)(1)

The statute contains a mandate which requires the Department to fund displaced homemaker programs from the CETA Title III appropriation. However, the funding level is not specified by the statute and, hence, can be set at the discretion of the agency.

Responsible Offices: ONP, OCED, and OPER-ETA

<u>Funding:</u>	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned Obligations . . .	\$5,000,000	\$1,000,000

These obligations are chargeable to the appropriation for "National Programs" under CETA Title III.

Overview of Program:

ETA is working to get these programs off the ground by the close of FY 1979. Once in place, it will be a four-part effort--(i) \$3.25 million is being awarded competitively to CETA prime sponsors by the regional offices to support additional training and employment-related services for this target group; (ii) \$1 million is being awarded competitively by ONP to national-level nonprofit groups to support demonstration projects that will provide training and other employment-related services to displaced homemakers; (iii) \$.5 million will be used by OPER to study and document the outcomes of these programs; and (iv) \$.25 million will be used by ONP to support an advocacy/promotional effort aimed mainly at encouraging CETA prime sponsors to focus more attention on this target group. Given the late start-up of those activities, the FY 1979 allocation will be used to finance operations that will run through FY 1980.

Recent Accomplishments:

There are no programmatic accomplishments to report at this time.

Impact of Proposed FY 1980 Funding Level:

Since the FY 1979 allocation will be supporting programmatic and related activities through FY 1980, the \$4 million reduction need not have any impact in FY 1980 in terms of decreased service levels to displaced homemakers. While there are no firm plans as to how the \$1 million allocation proposed for FY 1980 will be used, some of the basic options include: (i) renewed funding for the national-level demonstration programs; (ii) continuation of the advocacy/promotional effort; (iii) dissemination of the knowledge acquired through the OPER study. As to the possibility of continuing the award of supplementary grants to CETA prime sponsors, Title II discretionary resources would probably be the most suitable source of funds.

Other Comments:

None.

OFFENDER PROGRAMS

Legislative Authority: Sec. 301(B)(2)

The statute contains a mandate requiring the Department to conduct special programs for offenders. However, the funding level for those programs is not prescribed by the statute and, hence, can be set at the discretion of the agency.

Responsible Office: OCED-ETA

Funding:

	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned obligations.....	\$2,750,000	\$750,000

These obligations are chargeable to the appropriation for "National Programs" under Title III.

Overview of Program:

Beginning in FY 1974, OCED funded offender programs that were experimental and demonstrational, designed to test models which prime sponsors could incorporate into State and local systems. The end product of these models were replicability, which would lead to continued activity with local resources.

In the course of this effort, it became clear that increased emphasis should be given prime sponsor's TAT needs to better effectuate offender activity at the local level. Thus, the shift was made to provide more direct prime sponsor TAT to encourage them to provide more employment and training opportunities for offenders out of their formula grant funds.

Recent Accomplishments:

Within the next 2 weeks OCED will award \$2 million in planning grants to States and prime sponsors who responded to our Solicitation for Grant Application (SGA). We will provide funds for a total of 40 to 45 grants. No grant will exceed \$50,000.

These planning grants have two major purposes. They are:

- (a) To increase the level of participation of offenders in CETA programs.
- (b) To develop means and identify ways for upgrading and increasing total services for offenders as a regular component of State and local CETA programs.

Impact of Proposed FY 1980 Funding Level:

The level proposed for FY 1980 is, of course, substantially less than that allocated in FY 1979. This reduction will cause us to defer a number of projects and activities that had earlier been suggested for FY 1980. Our effort will probably be limited to updating TAT materials we provide to States and prime sponsors and funding an evaluation study to determine if the planning grants approach resulted in an increased participation of offenders in CETA programs.

Other Comments:

There is a possibility that the Congress (i.e., our appropriations committees) might direct the Department to allocate additional Title III resources for offender programs.

PROGRAMS FOR PERSONS WITH LIMITED
ENGLISH-SPEAKING ABILITY

Legislative Authority: Sec. 301(b)(3)

In this subsection of Title III, discussion is given to the "establishment of appropriate procedures" that will benefit persons with limited English-speaking ability (PLESA's). The statute does not include a mandate that requires the Department to implement these procedures by funding special activities under CETA Title III. In this sense, PLESA programs are funded on a discretionary basis.

Responsible Office: ONP-ETA

<u>Funding:</u>	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned Obligations . . .	\$1,454,000	\$1,500,000

These obligations are chargeable to the appropriation for "National Programs" under CETA Title III.

Overview of Program:

This program category presently consists of only one project--conducted by the National Puerto Rican Forum. This organization provides classroom instruction, counseling, job development, and other employment-related services to PLESA's in nine cities, mainly in the East. One of their local-level projects was mounted in connection with the White House effort to assist in the redevelopment of the South Bronx.

Recent Accomplishments:

The NPRF project, initially funded in September 1978, is attempting to place 2,500 individuals in unsubsidized jobs during the 12-month period ending August 31, 1979. As of the close of March 1979 (or 7 months into the performance period), they had placed 500 individuals.

It should also be noted that a fairly extensive set of technical assistance materials that were generated as a result of a 1976 PLESA demonstration program were recently disseminated throughout the CETA system.

Impact of the Proposed FY 1980 Funding Level:

The resource level proposed for FY 1980 will be sufficient to renew the NPRF project at its FY 1979 level of operation. The FY 1979 funding agreement is scheduled for execution in August 1979, and the amount set aside is about 13% less than the amount of their original FY 1978 contract. This reduction stems from general fiscal constraints and is no reflection on the merits of the program.

Other Comments:

This contract also includes a special program component for the recruitment and placement of Hispanics in clerical positions in USDOL and other Federal agencies. This is a joint effort between the National Puerto Rican Forum, the Office of National Programs, and the USDOL OASAM Office of Personnel in support of the Secretary's directive to increase employment opportunities for Hispanics in the DOL.

HANDICAPPED WORKER PROGRAMS

Legislative Authority: Sec. 301(b)(4)

The statute contains a mandate which requires the Department to fund programs for handicapped workers from the CETA Title III appropriation. However, the funding level is not specified by the statute and, hence, can be set at the discretion of the agency.

Responsible Office: ONP-ETA

<u>Funding:</u>	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned Obligations . . .	\$2,942,000	\$2,942,000

These obligations are chargeable to the appropriation for "National Programs" under CETA Title III.

Overview of Programs:

This category consists of 5 separate projects. Three of these projects provide private sector OJT opportunities to handicapped individuals. The three project sponsors include the National Association for Retarded Citizens, Goodwill Industries of America, and the Epilepsy Foundation. The remaining two projects are basically advocacy/promotional efforts being conducted by the Electronics Industry Foundation and Mainstream, Inc. All 5 projects are multi-regional in scope.

Recent Accomplishments:

In Fiscal Year 1978, the three training programs mentioned above served 3,437 participants and placed 2,187 (or 64%) of them in unsubsidized jobs. The cost per placement approximated \$971. Performance should be comparable in FY 1979.

Impact of Proposed FY 1980 Funding Level:

The amount proposed would be sufficient to renew all of the projects at their FY 1979 dollar levels. Because of inflationary impact, there would be a small decrease in operating levels, but the projects would remain viable.

Other Comments:

In FY 1979, these projects--unlike many others--were protected from any reduction in operating levels through dollar increases that compensated for inflationary impact. As indicated above, the amount proposed for FY 1980 would not allow for a similar arrangement.

OLDER WORKER PROGRAMS

Legislative Authority: Sec. 301(b)(4)

The statute contains a mandate which requires the Department to fund programs for older workers from the CETA Title III appropriation. However, the funding level is not specified by the statute and, hence, can be set at the discretion of the agency.

Responsible Office: ONP-ETA

<u>Funding:</u>	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned Obligations . . .	\$17,922,000	\$10,000,000

These obligations are chargeable to the appropriation for "National Programs" under CETA Title III.

Overview of Programs:

This category consists of two sets of programs. The larger set includes 11 separate projects that were originally implemented by the Administration on Aging (AoA) with a "one-time" emergency appropriation made under Title X of the Public Works and Economic Development Act and which were subsequently inherited by the Department of Labor at the direction of the Congress. AoA modeled these projects after the Department's Senior Community Service Employment Program (SCSEP) under Title V (then Title IX) of the Older Americans Act. Like the SCSEP, they provide subsidized part-time (occasionally full-time) community service job opportunities to low-income older people. The Department has embarked on a course to phase these projects down through the imposition of a freeze on enrolling new participants into the projects.

The second set of projects involve the provision of one-time supplementary grants to a number of SCSEP sponsors for the creation of 900 subsidized employment positions in connection with the rural transportation initiatives recently announced by the White House.

Recent Accomplishments:

With respect to the former "Title X" projects, there were approximately 4,200 persons enrolled at the start of FY 1979. Through the combined effects of normal attrition and the above-mentioned freeze on new hires, this number will be reduced to about 2,200 at the close of the fiscal year.

There is no progress to report on the rural transportation initiative, as local-level activities are not scheduled to begin until very late in Fiscal Year 1979.

Impact of Proposed FY 1980 Funding Level:

The amount proposed will permit the Department to renew all "Title X" projects through Fiscal Year 1980. The enrollment freeze will be maintained, but there will be no need to lay off any participant for lack of funds.

None of the resources proposed for FY 1980 will be used for the rural transportation initiative. It is clearly understood by all concerned that the Fiscal Year 1979 allocation is strictly a one-time thing. It is planned that these projects, which will operate in Fiscal Year 1980, will be absorbed into the regular SCSEP.

Other Comments:

The disposition of the "Title X" projects is a matter of publicly stated commitment.

PROGRAMS FOR SINGLE PARENTS

Legislative Authority: Sec. 301(b)(4)

The statute contains a mandate which requires the Department to fund programs for single parents from the CETA Title III appropriation. However, the funding level is not specified by the statute and, hence, can be set at the discretion of the agency.

Responsible Office: ONP-ETA

<u>Funding:</u>	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned Obligations . . . \$	-0-	\$750,000

These obligations are chargeable to the appropriation for "National Programs" under CETA Title III.

Overview of Program:

No specific plans have been cast as to what form these programs will take and how they will be implemented. The most likely approach would be to finance a small number of demonstration projects along with a strong evaluative component.

Recent Accomplishments:

None to report.

Impact of Proposed FY 1980 Funding Level:

From the Department's perspective, the primary impact of the funding level proposed for FY 1980 would be assured fulfillment of the "mandate" in CETA Section 301(b)(4) relating to the implementation of special programs for single parents.

Other Comments:

ETA will request an opinion from SOL as to whether the planned implementation of "Welfare Reform" projects will satisfy the "mandate" relative to single parents. The "Welfare Reform" projects will be financed in FY 1980 from the CETA Title III appropriation. In the event that SOL responds affirmatively, then ETA would reallocate these funds for other purposes, subject to the approval of the Secretary.

PROGRAMS FOR YOUTH

Legislative Authority: Sec. 301(b)(4)

The statute contains a mandate requiring the Department to conduct special programs for youth under CETA Title III. However, the funding level is not specified by the statute and, hence, can be set at the discretion of the agency.

Responsible Office: ONP-ETA

<u>Funding:</u>	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned Obligations . . .	\$ -0-	\$750,000

These obligations would be chargeable against the appropriation for "National Programs" under CETA Title III.

Overview of Program:

No specific plans have been cast as to what form these programs will take and how they will be implemented. One likely approach, however, would be to use the funds to help sustain certain youth-related projects being administered by ONP, but which were funded from YEDPA discretionary resources starting in FY 1978. These projects include those conducted by 70001 Ltd. and Giant Step, Inc.

Recent Accomplishments:

None to report.

Impact of Proposed FY 1980 Funding Level:

From the Department's perspective, the primary impact of the funding level proposed for FY 1980 would be assured fulfillment of the "mandate" in CETA Section 301(b)(4) relating to special programs for youth.

Other Comments:

From a technical standpoint, the proposed funding level could be reduced without jeopardy to the agency's fulfillment of the statutory mandate.

SMALL BUSINESS WORKSHOPS

Legislative Authority: Sec. 301(g)

The statute contains a mandate requiring the Department to conduct "workshops" under CETA Title III for persons who wish to become owner/operators of small business enterprises. However, the funding level is not specified in the statute and, hence, can be set at the discretion of the agency.

Responsible Office: ONP-ETA

<u>Funding:</u>	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned Obligations . . . \$	-0-	\$750,000

These obligations are chargeable to the appropriation for "National Programs" under CETA Title III.

Overview of Program:

While no detailed plans have been cast as to how this program will be implemented, ONP has been discussing two likely approaches with representatives of the White House Conference on Small Business. The Conference is scheduled to announce a number of programmatic and policy initiatives in January 1980, and we are taking care to ensure that the Small Business Workshop Program is coordinated with the other activities to be announced. The two general approaches under active discussion are as follows:

- . First, we could buy into the Conference's proposed education program for small business operators that will be aired on public TV.
- . Second, we could devise a program that would stimulate (i.e., leverage) the Nation's banking system to provide more direct

technical assistance and information about government loan and development programs to small business operators. This might be done under the stewardship of an organization like the American Banking Association.

Recent Accomplishments:

None to report.

Impact of Proposed FY 1980 Funding Level:

From the Department's perspective, one of the primary impacts of the funding level proposed for FY 1980 would be assured fulfillment of the mandate in CETA Section 301(g) relative to small business workshops. Also, this funding level would allow for the implementation of a modest but viable program--with viability being increased to the extent that the program is used as a lever to mobilize other resources.

Other Comments:

From a technical standpoint, the proposed funding level could be reduced without a jeopardy to the agency's fulfillment of the statutory mandate.

MISCELLANEOUS PROGRAMS AND ACTIVITIES

Legislative Authority: Sec. 301

These activities are funded on a purely discretionary basis.

Responsible Office:

There are several offices which have activities falling under this category.

Funding:

<u>FY 1979</u>	<u>FY 1980 Proposal</u>
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Planned Obligations . . .	\$17,192,000	\$3,556,000
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These obligations are chargeable to the appropriation for "National Programs" under CETA Title III.

Overview of Programs:

These are programs and activities not readily classifiable elsewhere. This category also includes a number of projects that were not anticipated at the outset of Fiscal Year 1979. The need for brevity does not allow a full explanation of each program or activity, but the table below will provide an idea as to what is included in this category in FY 1979 and what is being proposed for FY 1980 (\$ in -000-):

<u>Program/Activity</u>	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
ETA/OFCCP Demo Projects	\$ 1,000	-0-
Occupations in Demand	185	-0-
TJTC	10,000	-0-*
Time Sharing	250	250
Women's Bureau Projects	564	564
Dunn and Bradstreet	100	100

*It is planned that TJTC will be supported from the CETA Title VII appropriation in FY 1980.

<u>Program/Activity</u>	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Bidwell	160	-0-
CETA in the Arts	1,350	1,350
Rural Strategies	553	553
Urban Initiatives	1,000	-0-
Florida Migrants	275	-0-
Quality of Worklife	200	-0-
ES-202 Program	255	255
AFSCME	325	325
OIC Baltimore	200	-0-
Other	775	159
	<u>\$17,192</u>	<u>\$3,556</u>

Impact of Proposed FY 1980 Funding:

The funding level proposed for FY 1980 will be sufficient to accommodate a number of high-priority projects and activities.

Other Comments:

The "Miscellaneous" category is subject to change on very short notice. It is quite likely that additional items will be included before the close of FY 1979--some of which might add to the FY 1980 "mortgage".

NATIVE AMERICAN EMPLOYMENT AND TRAINING PROGRAMS

Legislative Authority: Sec. 302

There is a mandate in the statute requiring the Department to conduct special programs for Indians and other Native Americans under CETA Section 302. The minimum funding level for these programs is specified by the statute, so the Department has discretion in setting this funding level only to the extent that it may request resources that exceed the statutory minimum.

Responsible Office: ONP-ETA

<u>Funding:</u>	<u>FY 1979</u>	<u>FY 1980</u>
Planned Obligations . . .	\$73,214,000	\$78,566,000

These obligations are the minimum permitted by the statute in relation to the amount requested for CETA Title II, and they are chargeable to the appropriation for "Indians" under CETA Title III.

Overview of Programs:

These programs are implemented through grants to Indian tribes and other Native American entities. The amount of each grant is determined by an allocation formula set forth in the implementing Federal regulations. There are approximately 170 grantees at the present time who, in practical terms, perform the same functions as State and local prime sponsors, but for Indian and other Native American clients only. Many of these grantees also receive formula grants under CETA Titles IID, IV, VI, and competitively awarded project grants under Title VII.

Recent Accomplishments:

In Fiscal Year 1979, programs funded under CETA Section 302 will provide training and other employment-related services and opportunities to 50,000 Indians and other Native Americans. Of these, approximately 17,400 will be placed in unsubsidized jobs.

Impact of FY 1980 Funding Level:

The funding level shown above is a "current level" request. That is, it will be sufficient to maintain the program at its FY 1979 level of activity.

Other Comments:

Major improvements in these programs have been achieved over the past two years. These include:

- . Completion of the first opinion survey to ascertain attitudes of Indians about ETA CETA programs and recommendations for improvement.
- . Establishment of three new Indian Job Corps Centers through joint funding agreements with the Office of Youth Programs.
- . Greatly increased coordination of CETA programs with programs of other Federal agencies to promote reservation economic development through special economic stimulus programs for Indian reservations in 1977 and 1978.
- . Through an interagency agreement with HEW, a special Job Bank program was established to recruit and place Indians in high level jobs in the Federal government using schedule A authority.

- . Establishment of a new program to assist local urban Indian communities to obtain funding from CETA Title II prime sponsors.
- . Establishment of a new technical assistance effort to enable Indian tribes to work with the OFCCP in the design, implementation, and monitoring of EEO and affirmative action programs on or near reservations.
- . A grant to Antioch University Law School, established a new and innovative paralegal training program designed to upgrade the quality of the tribal court system on reservations and serves as a new way of recruiting Indians for LLB programs at Antioch and other legal institutions.
- . Establishment of 80 Private Industry Councils through Indian prime sponsors to implement the special Indian Private Sector Initiatives mandated in CETA Title VII.
- . Establishment of new special youth programs for Indians under provision of YEDPA and CETA Title IV.
- . Outstationing of staff to Alaska to provide better service to Native Alaskan Village prime sponsors.
- . Development of new technical assistance program to correct audit deficiencies through a contract with a consortium of CPA firms.
- . Development of several award winning training films for Indian prime sponsors.
- . New and improved regulations were developed and issued.

MIGRANT AND SEASONAL FARMWORKER EMPLOYMENT
AND TRAINING PROGRAMS

Legislative Authority: Sec. 303

There is a mandate in the statute requiring the Department to conduct special programs for migrant and other seasonally employed farmworkers under CETA Section 303. The minimum funding level for these programs is prescribed by the statute, so the Department has discretion in setting this funding level only to the extent that it may request resources that exceed the statutory minimum.

Responsible Office: ONP-ETA

<u>Funding:</u>	<u>FY 1979</u>	<u>FY 1980</u>
Planned Obligations . . .	\$81,349,000	\$87,295,000

These obligations are the minimum permitted by the statute in relation to the amount requested for CETA Title II, and they are chargeable to the appropriation for "Migrants" under CETA Title III.

Overview of Programs:

These programs are implemented through grants to public agencies, private nonprofit organizations, and institutions of higher education. Of each year's appropriation, 80 percent is allocated for use in States according to a formula prescribed in the implementing regulations. Competition procedures are used in awarding this 80 percent. Of the remaining 20 percent, approximately 7 percent is used to support the High School Equivalency Program (HEP) and the College Assistance Migrant Program (CAMP); and about 13 percent is used for innovative projects and technical assistance activities intended to help the migrant program operators improve their effectiveness. Some of the grantees also receive competitively awarded funds under CETA Title IV.

Recent Accomplishments:

In Fiscal Year 1979, programs funded under CETA Section 303 will provide training and other employability development services to approximately 32,000 migrant and other seasonally employed farmworkers. In addition, supportive services (including general human services) will be provided to members of the target population on about 253,000 occasions during the year.

Impact of FY 1980 Funding Level:

The funding level shown above is a "current level" request. That is, it will be sufficient to maintain the program at its FY 1979 level of activity.

Other Comments:

Major improvements in the quality of these programs has been achieved during the past two years. These improvements include:

- . An effective strategy was developed and implemented to eliminate fraud and abuse through new annual assessment procedures and a new financial management technical assistance contract with a consortium of CPA firms. Thus far 8 grants have been terminated for fraud and abuse or gross mismanagement.
- . A new and more equitable allocation formula (based on Social Security data) was adopted to distribute grant funds among the States.
- . New and improved regulations were developed and issued.
- . Through an innovative joint funding arrangement, a Job Corps Center for Farmworkers was established in Batesville, Mississippi.

- . The first registered agricultural apprenticeship program was developed and implemented through an innovative cooperative agreement between 303 grantees, local BAT offices and local ES offices in the States of Washington, Oregon, and Idaho. Thus far 20 apprentices have been indentured.
- . For the first time, the HEP-CAMPS programs were evaluated.
- . For the first time an evaluation of ETA Farmworker Housing Programs was completed and these programs were integrated with those of the USDA Farmers Home Administration CSA, and HUD through interagency agreements.
- . Through an innovative interagency agreement with HEW and USDA FmHA, a special initiative was implemented to build and staff 300 new migrant and community Health Centers. This initiative was announced by Vice President Mondale.
- . Several new and innovative skill training programs have been established to train farmworkers for nonagricultural skilled jobs. Through an interagency agreement with the Department of Energy, programs at Oak Ridge, Tennessee, Memphis State, and Stanford Universities are training farmworkers for skilled jobs in the various energy industries. A special program to train farmworkers for skilled jobs in coal mining also was established with DOE in Southern Illinois. A special program to train farmworkers for skilled jobs in the electronics industries in 29 communities in California, Nevada, Oregon, Arizona, and Washington was funded through a series of negotiations with major electronics firms in these States.
- . New Youth Programs for Farmworkers were implemented under the YEDPA and CETA Title IV.

- . Relations with the various farmworker advocacy groups have improved substantially.
- . New Programs to train farmworkers as paralegals through a grant to Antioch University Law School were established.
- . Innovative programs were established to assist migrant and seasonal farmworkers to become independent self-employed small farmers through a grant to the Consortium for the Development of the Rural Southeast.

VETERANS OUTREACH AND PUBLIC INFORMATION PROGRAM

Legislative Authority: Section 305

The enabling statute contains a mandate which requires the Department to fund veterans outreach and public information activities under CETA Section 305. However, the funding level is not prescribed by the statute and, hence, can be set at the discretion of the agency.

Responsible Office: Veterans Employment Service - ETA

Funding:

	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned obligations.....	\$27,548,000	\$26,600,000

These obligations are chargeable to the appropriation for "National Programs" under CETA Title III.

Overview of Program:

The Veterans Outreach and Public Information Program consists of two very distinct efforts. The Disabled Veterans Outreach Program (DVOP) which is operated through the United States Employment Service and a Veterans Outreach and Public Information Program operated as a National program by the Veterans Employment Service. Overviews of these efforts are presented separately as follows:

- a. Disabled Veterans Outreach Program (DVOP). Under DVOP outreach units have been established in employment service offices in the 100 largest cities, with at least one such unit in each State. These units are staffed with 2,000 disabled veterans, almost exclusively disabled Vietnam-era veterans, who are State employees performing in federally funded jobs. The major objective of the program is to provide greater service to disabled veterans by their increased use of the Employment Service (ES). DVOP staff cooperate with veterans groups to identify disabled veterans and help them obtain whatever employment services they need, including ES registration, counseling, job development, and selective placement. These staff develop a network of employer contacts and work with community groups and local veterans' organizations in this effort. DVOP staff develop job opportunities in both the public and private sectors and work with CETA prime sponsors to assure that disabled veterans receive special consideration for public service jobs.

b. Veterans Outreach and Public Information Program

Section 305 of the Comprehensive Employment and Training Act (CETA) replaces Section 104(b) of the Emergency Job Act of 1976 by placing the requirement for a Veterans Outreach and Public Information Program under Title III, National Programs. It imposes a number of responsibilities on the Secretary including (1) development of public information program; (2) development of outreach programs; (3) development of job and job training opportunities for veterans; and (4) development of technical assistance programs for prime sponsors, Federal contractors, and subcontractors, Federal agencies, educational institutions, labor unions and employers to inform and assist them with their statutory responsibilities toward disabled and Vietnam-era veterans. Since Section 305 is part of the CETA legislation, the Conditions Applicable to All Programs under Title I of the legislation and its implementing regulations also pertain. Chief among these is Section 676.30a of the new regulations which requires prime sponsors to develop and fund local programs suited to the unique readjustment needs of disabled and Vietnam-era veterans. The language of the legislation also requires strong interagency coordination, particularly with the VA and HEW.

Over the past three years of the operation of the Veterans Outreach and Public Information Program three types of programs have been funded: (1) Programs with national organizations for which local funding was unfeasible or not possible. (2) Local program funded in lieu of local funding. (3) Demonstration programs designed to increase the capability of local community-based veterans organizations to operate locally funded veterans programs.

During FY 1979, the DASVE's office has attempted to move away from funding local programs toward demonstration and technical assistance programs which would develop the technology for locally funded veterans programs, including demonstration

programs and specific technical assistance projects. We believe that the technical assistance requirement contained under Section 305 will allow the Department to meet most of its other responsibilities under the section by integrating these responsibilities into a strong technical assistance program. We are also convinced that a program of technical assistance is the soundest means of meeting the veteran services requirement under CETA. To this end we expect to continue to shift away from funding projects which ought to be locally funded. National programs for which local funding is either unfeasible or not possible will continue to be funded based on an evaluation of need and national public information program will be funded to provide veterans full information on benefit entitlement. Local demonstration projects will be funded in order to develop project models for use in meeting some of the technical assistance requirements.

Recent Accomplishments:

- a. Disabled Veterans Outreach Program. In Fiscal 1978 employment service offices placed 48,536 disabled veterans--17 percent more than during the previous year. This increase is due, in large measure, to the outreach efforts of the DVOP staff. DVOP resources also impacted favorably on the 6 percent increase in veterans placements over the previous fiscal year. This increase occurred despite a 10 percent decline in veteran applicants.
- b. Veterans Outreach and Public Information Program. A nationwide public information campaign is being readied to promote the hiring of Vietnam-era veterans. The campaign which is developed in cooperation with the National Football League, will impact on Veterans Day 1979. Other accomplishments on this multi-faced program are:
 - o Actively participated in the National observance of Vietnam Veterans Week.
 - o Outstationed 32 Veterans Employment Representatives in U.S. Veterans Assistance Centers to provide direct employment assistance to veterans.

- o Established through a contractor 28 outreach projects in urban areas throughout the Nation to provide outreach to incarcerated veterans.
- o Established through an interagency agreement with the Community Services Administration 11 outreach and employability development projects to outreach and link the veteran with existing delivery systems.
- o Funded four model outreach and job placement projects to serve the special needs of the visually impaired, the severely disabled veterans, and minority veterans.
- o Developed and tested technical assistance and training methods to assist veterans' organizations and veterans self-help groups in designing programs for veterans suitable for local CETA funding. A Technical Assistance Guide and training materials were also provided by the contractor for this project.

Impact of Proposed FY 1980 Funding Level:

In real dollar terms the FY 1980 resources will be slightly more than those available in FY 1979. This increase in dollars result from a carry-in of \$1.9 million from FY 1979 DVOP funds. The total dollars available in FY 1980 will be \$28.5 million, of which \$25.1 million is to support DVOP.

Other Comments:

DVOP was included in the recommendations of the Presidential Review Memorandum (PRM) of October 10, 1978, as a program that should be maintained by DOL at the 2,000 position level for FY 1979. The PRM also recommended that a study be conducted to determine the appropriate level for FY 1980 and beyond. Funding at \$25.1 million for FY 1980 will support DVOP at a level of approximately 1,600 positions. DVOP received strong Congressional support during the recent House and Senate oversight hearings on veterans' employment.

PROGRAMS FOR THE HANDICAPPED

Legislative Authority: Sec. 306

There is a mandate in the statute requiring the Department to fund special programs designed to train persons for occupations where the job holder provides services to handicapped people. However, the funding level is not specified by the statute and, hence, can be set at the discretion of the agency.

Responsible Office: ONP-ETA

<u>Funding:</u>	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned Obligations . . .	\$292,000	\$292,000.

These obligations are chargeable to the appropriation for "National Programs" under CETA Title III.

Overview of Program:

CETA Section 306 is poorly labeled as "Programs for the Handicapped." This section of the statute does not authorize handicapped worker programs per se--as does Section 301(b)(4). Rather, it authorizes programs that prepare persons (not necessarily the handicapped) for jobs in which they provide services to handicapped people.

This program category presently consists of only one project, which is sponsored by the Association of Rehabilitation Facilities (ARF). The project is multi-regional in scope, with ARF implementing training activities in up to 20 localities under each year's funding agreement. This project involves OJT in jobs found at facilities for the rehabilitation of handicapped people. The Department has funded this project since 1965.

Recent Accomplishments:

Under their funding agreement which completed in Fiscal Year 1978, ARF trained 353 persons, of whom 307 (or 87%) were retained in unsubsidized jobs at rehabilitation facilities. The cost per placement was about \$824. Of those placed, about 65% were women, 83% had at least a high school education, 38% were from minority groups, and 13% were handicapped. ARF's performance under their subsequent funding agreement will be comparable.

Impact of Proposed FY 1980 Funding Level:

The dollar level proposed for Fiscal Year 1980 is the same as ARF's dollar level for Fiscal Year 1979. As a result of inflationary impact, there will most likely be a slight decrease in the number of persons whom ARF is able to train under the Fiscal Year 1980 funding agreement. However, the project will remain viable at this dollar level.

Other Comments:

None.

PROJECTS FOR MIDDLE-AGED AND OLDER WORKERS

Legislative Authority: Sec. 308

There is a mandate in the statute which requires the Department to support special projects for middle-aged and older workers under CETA Section 308. However, the funding level is not specified by the statute and can, hence, be set at the discretion of the agency.

Responsible Office: ONP-ETA

<u>Funding:</u>	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned Obligations . . .	\$678,000	\$678,000

These obligations are chargeable to the appropriation for "National Programs" under CETA Title III.

Overview of Program:

This program category consists of three separate projects--(i) a multi-regional OJT program for older persons conducted by the National Farmers Union; (ii) a promotional and developmental effort called "Project RENEW" which involves the stationing of SCSEP participants at local Job Service offices as older worker placement specialists; and (iii) a bulk subscription to the National Council on Aging's quarterly publication, Aging and Work, copies of which are sent to CETA prime sponsors and SESA's.

Recent Accomplishments:

During Fiscal Year 1978, the National Farmers Union placed 569 older persons in OJT situations with private employers. The number who were retained in their jobs after the OJT was 522 (or 92%) of the total trained. The cost per placement approximated \$670 and, for those

in their jobs, the average increase in hourly earnings as compared to their most recent previous employment was 58¢. The National Farmers Union is expected to achieve similar performance in Fiscal Year 1979.

Project RENEW is also showing good results. During a recent 8-month period, about 120 SCSEP participants working in local Job Service offices in 6 States placed 5,438 older persons in jobs.

Impact of Proposed FY 1980 Funding Level:

At the level proposed, all three of the above-mentioned projects will be renewed in FY 1980. The FY 1980 funding agreements will be in the same dollar amounts as the FY 1979 funding agreements with no increase to compensate for the effects of inflation. While the activity level will diminish slightly, the projects will remain viable.

Other Comments:

None.

REGULAR R&D PROGRAM

Legislative Authority: Sec. 311

The statute contains a mandate requiring the Department to carry out a comprehensive program of research in the employment and training field. However, the funding level is not specified by the statute, so the Department does have discretion in terms of the amount it requests for this activity from each year's appropriation.

Responsible Office: OPER-ETA

Funding:

	<u>FY 1979</u>	<u>FY 1980</u>
Planned obligations...	\$13,000,000	\$13,000,000

These obligations are chargeable to the appropriation for "Program Support (Research and Development)" under CETA Title III. This activity is identified as a separate line item in the congressional budget request. It is also the case that the "regular" R&D program is supplemented with funds appropriated for "National Programs" under CETA Title III. The table below identifies the specific activities that will be covered under the "regular" R&D program in FY 1980 and those that will be supported or supplemented from the "National Programs" budget (\$ in -000-):

<u>Activity (FY 1980)</u>	<u>Regular R&D</u>	<u>Supplemental Funding from National Programs</u>
1) <u>Fixed Commitments</u>		
ILAB Assessment	900	
Institutional Grant Program (IG)	1,500	1,000
National Institute of Public Management (IG Support)	100	
Job Search & Relocation Project	250	
R&D Projects Book	50	
President's Report	50	
Doctoral Dissertation Program	500	
National Longitudinal Surveys	2,900	600

Activity (FY 1980)	Regular R&D	Supplemental Funding from National Programs
2) <u>Departmental</u> <u>Hypotheses</u>	300	
3) <u>Special Target Groups</u> <u>(incl. New CETA</u> <u>responsibilities)</u>		
Public Assistance	500	500
Recipients (Minnesota Work Equity)		
Supported Work	-0-	500
Other Special Target Groups	1,800	
4) <u>New CETA Labor Market</u> <u>Emphasis</u>		
Worksharing	-0-	250
Job Vouchers	500	
PSIP		950
All Other	400	
5) <u>Operational R&D</u>		
CETA R&D Set-aside	900	
USES R&D Set-aside	900	
BAT R&D Set-aside	800	
6) <u>General Economic and</u> <u>Social Issues</u>	525	
7) <u>Other</u>		
Brookings	-0-	260
Minority Researchers Program	-0-	150
International Apprentice- ship Task Force	-0-	50
Career Advancement for Minorities in the Social Sciences	-0-	300
Misc. (escrow, overhead, continuation funding)	125	
TOTAL	<u>\$13,000</u>	<u>\$4,560</u>

Overview of Program:

The mission of ETA's R&D program is to provide leadership and direction in planning and conducting all aspects of the ETA's research, experimental, demonstration, and pilot projects program for improving and/or developing new employment and training policies and initiatives.

Specific responsibilities include the planning direction and recommendation of R&D priorities and emphases, the conduct of an extramural contract and grant program, identification of manpower problems and development of research to solve them, design of experimental, development pilot and demonstration projects, utilization of R&D end products, provision of R&D technical assistance to ETA component agencies and collaboration with the CETA/USES/UIS/BAT RD&E Committees at departmental levels in identifying research problems and development of projects responsive to those needs.

Recent Accomplishments:

Recent studies of employment and training problems undertaken by ORD in such areas as youth, apprenticeship, minorities, and illegals have provided significant information as a basis for development of ETA policy and programs.

Findings from R&D studies have contributed substantially to the reauthorized CETA particularly in such areas as supported work, relocation assistance, vouchers for training, job sharing and flexible hours.

Impact of Proposed FY 1980 Funding Level:

As reflected in the FY 1980 resource allocation table above and assuming the discretionary funds request is approved, the \$17.8 million in total FY 1980 R&D resources represents a dramatic reduction in the approximately \$40.0 million available to the R&D program over the last several year. This reduction comes at a time when Congress has added a number of new R&D areas and issues it wishes addressed.

The FY 1980 \$17.6 million R&D resource level (\$13.0 million base budget plus \$4.6 million in discretionary funds) will permit limited attention to new CETA responsibilities, departmental hypotheses, and operational R&D; and only nominal emphasis on longer term economic and social issues and trends. In short, this funding level means

only a limited number of selected issues can be addressed, project budgets will limit indepth research and R&D program emphasis will favor research projects as versus more costly experiments and demonstrations.

Other Comments:

None.

NATIONAL SUPPORTED WORK DEMONSTRATION

Legislative Authority: Sec. 311(c)

Under this section the Secretary is authorized to conduct supportive employment and training projects of an experimental and demonstration nature. This program is funded on a discretionary basis.

Responsible Office: OPER-ETA

Funding:

	<u>FY'79</u>	<u>FY'80 Proposal</u>
Planned Obligations . . .	\$500,000	\$500,000

These obligations are chargeable to the appropriation for "National Programs" under CETA Title III.

Overview of Program:

The National Supported Work Demonstration began operations in March 1975 to test the effectiveness of a transitional work experience program on four groups of traditionally hard-to-employ individuals (ex-drug abusers, ex-offenders, delinquent youth and long term female welfare recipients) who are not usually served by regular employment and training programs. The primary objective of this major R&D effort is to increase the employability of these target groups who, because of their past work histories and anti-social behavior are unable to secure and maintain employment in a competitive labor market.

Recent Accomplishments:

There are currently 21 supported work programs operating under the management and oversight of the Manpower Demonstration Research Corporation (MDRC). The sites employ approximately 2,100 supported workers: 675 AFDC mothers, 450 ex-offenders, 200 ex-addicts, 425 youths and 350 from other target groups such as recovering alcoholics, mentally ill and CETA negative terminees. The sites generate about 60 percent of their operating revenues from local grants (40 percent and) worksite revenues (20 percent); the remaining 40 percent is a combination of national funding sources. The public subsidy per

participant year is \$9,960; the subsidy per participant is \$5,800. The current placement rate into nonsupported employment for all target groups is 40 percent; AFDC placements are currently running the highest at 51 percent.

Currently, available research data from the baseline through 18 month interviews indicate that significant in-program differences in employment and earnings accrued for all four target populations. The data also indicate that for AFDC clients these impacts extend into the post-program period. Over the full 18 month period, the AFDC experimental received an average of \$2,100 less in welfare payments than the controls.

Another significant finding is the impact of the program on arrests, convictions and incarcerations for the ex-addict group. Over the 18 month period 25 percent of the experimentals were arrested as compared to 36 percent of the controls, a reduction of 31 percent in the arrest rate.

Impact of Proposed FY'80 Funding Level:

The funding level proposed for FY'80 is the same as that of FY'79. This amount is the minimum required to keep the program VIABLE. The money in question will be utilized for MDRC administrative costs and completion of the research component. It is necessary to keep the central MDRC functions alive until a final decision is made by top policy makers about the extent to which institutionalization of the supported work program is feasible.

WORKSHARING
(Shared Work Compensation)

Legislative Authority: Section 311(d) (1)

This section authorizes the Secretary to undertake research in the area of worksharing, among other types of alternative work arrangements. This program is funded on a discretionary basis.

Responsible Office: OPER-ETA

Funding:

	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned obligations.....	\$4,000,000	\$250,000

These obligations are chargeable to the appropriation for "National Programs" under CETA Title III.

Overview of Project

Given relatively limited use of fiscal and monetary policy (and Public Service Employment) in the present anti-inflationary climate, another tool based on redistribution, rather than economic growth alone, may be desirable to combat unemployment. The concept of worksharing is not new. There are a significant number of union agreements containing worksharing provisions, and a number of firms have instituted worksharing arrangements in recent years. However, the concept has not been widely experimented with in the private sector, and has never been a tool of National or State macroeconomic policy in the United States. An exception is California, which in July of 1978, passed a worksharing Act which is now being implemented.

At this time, intensive planning is underway to get the worksharing demonstration project operational in four sites (including one site in California) in September of this year. The worksharing demonstration project will test out a new type of anti-recessionary tool to reduce the impact of layoffs by encouraging workers who would normally be retained to share a portion of the workweek with those who would lose their jobs. This involves partial replacement of the income lost by workers voluntarily accepting a shortened workweek (as well as those otherwise on layoff working part-time) in order to prevent or

alleviate layoffs by the firm.

Among the benefits of a worksharing program are:

- (a) more equitable distribution of unemployment and its attendant social and economic costs. Thus, in the 1975 recession, European nations with worksharing programs had a much higher proportion of their unemployment in the form of partially unemployed. West German officials claim their number of full-time unemployed was reduced by about one-sixth by the work-sharing program in that country.
- (b) lessening of the particularly adverse effects that a recession has on minorities who are generally in low-seniority jobs (last hired, first fired).
- (c) less loss of private fringe benefits, such as health insurance, in a recession; and avoidance of possible costly congressional action to provide health insurance for the unemployed, as they almost did in 1975.
- (d) possibly less downturn in consumer spending in a recession.

Recent Accomplishments:

Detailed planning has already been completed on site selection and overall project development. Sites have been identified according to criteria offering optimum prospects for guiding policymakers about how a worksharing program on a National basis might best be structured. The four sites are: Oakland, California; Seattle, Washington; Dayton, Ohio; and New Haven, Connecticut. Further planning and implementation activities should make it possible to get the demonstration project underway in September of this year.

Impact of Proposed FY 1980 Funding Level:

Although the \$4 million in FY 1979 funding will permit the successful operation of the demonstration project in four communities, the additional \$250,000 in FY 1980 funding will have substantial pay-off in terms of improving the quality and sophistication of the evaluation findings to guide policymakers about the costs and benefits of the worksharing concept. There is a critical need for qualitative as well as more purely quantitative information that should be obtained from both participating and nonparticipating firms and workers. The additional \$250,000 will substantially enrich the qualitative information already scheduled to be collected, and it will also help to compensate for additional administrative costs that can be expected if a recession causes a heavy burden on the Unemployment Insurance Offices in the project sites.

Other Comments:

None.

MINNESOTA WORK EQUITY PROGRAM (WEP)

Legislative Authority: Section 311(b) and (c)

While there is no mandate in these sections requiring the Secretary to conduct this particular project, the specific inclusion of 311(e) in the recent 1978 amendments indicates strong Congressional interest in such a project, as well as high level DOL support. Nonetheless, this program is funded on a discretionary basis.

Responsible Office: OPER-ETA

Funding:

	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned Obligations	\$500,000	\$500,000

These Title III "National Programs" funds are required for the research on WEP, to supplement a similar amount to be provided out of regular R&D resources. Operational funds for WEP in FY 1980 are to be provided from CETA Title II-D discretionary funds and from WIN funds, as in FY 1979.

Overview of Program:

The Minnesota WEP is a major demonstration project providing public service jobs and other employability development services to all employable persons on welfare. As such, it has direct relevance to the Administration's proposed welfare reform program. WEP is operating in St. Paul, where it is serving only the AFDC population, and in several Balance-of-State areas, where it is serving all employable persons on AFDC, General Assistance, and Food Stamps.

WEP is intended to demonstrate the ability of CETA and related institutions to create special public jobs on a large scale, and the ability of the various participating agencies (CETA, ES, WIN and welfare agencies) to coordinate their roles to deliver the necessary jobs, training, and support services. It will also demonstrate the employability or job readiness of the welfare population, and permit better estimates of the number of jobs (and costs) required under welfare reform.

An independent assessment of WEP, covering both process and impact evaluation, is being conducted by Abt Associates.

Minnesota Work Equity Program

Recent Accomplishments:

WEP began operations in July 1978 in the first Balance-of-State area and in September 1978 in St. Paul. Since that time, through March 1979, more than 1,500 persons participated in WEP. About 10 percent entered nonsubsidized employment. Approximately 20 percent participated in special public jobs, the Community Work Projects. Another 10 percent were classified as working registrants, and about 15 percent were assigned to institutional training. Other participants received work orientation, counseling and other support services. The number of participants placed in jobs, either subsidized or nonsubsidized, rose significantly in the January-March period over the September-December period, and a continuing increase is expected to be shown in the April-June figures to be released shortly.

Impact of Proposed FY 1980 Funding Level:

This level should be sufficient to carry the research effort through FY 1980, assuming the planned matching amount from regular R&D resources will also be available. (The research program, including participant followup, should be completed in FY 1981.) This also assumes that funds for WEP operations will be available from Title II-D discretionary and WIN.

Other Comments:

This project carries a high DOL priority, and has had the continuing support and involvement of Assistant Secretary Packer and Deputy Assistant Secretary Jodie Allen. In many respects, WEP serves as the prototype for the Employment Opportunity Pilot Projects (EOPP), which are being implemented to test the jobs component of the Administration's proposed welfare reform program.

INSTITUTIONAL GRANTS PROGRAM

Legislative Authority: Sec. 311 (e)

There is no specific mandate in the statute requiring the Department to conduct this program. It is funded on a discretionary basis.

Responsible Office: OPER-ETA

Funding:

	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned Obligations	\$1,000,000	\$1,000,000

These obligations are chargeable to the appropriation for "National Emphasis" under CETA Title III.

Overview of Program:

The Institutional Grants (IG) Program is designed to establish a nationwide system of university centers which offer long-term, formal, academic training) geared specifically to preparing students for careers as administrators, planners, and evaluators in employment and training agencies and professionalizing existing staff of those agencies.

The IG Program is in its fourth round. With enactment of CETA, the program was restructured in response to the Department's concern with the quality, supply, and training of personnel who operate decentralized training and job-related services in States and local communities.

Following a National competition in 1978, the Department awarded a 4-year grant of \$130,000 a year to a university in each of its ten regions. Of six additional grants earmarked for schools with substantial enrollments of minority students, four went to predominantly black schools and one each to school with significant enrollments of Hispanic American and Native American students. Minority-based grants, also planned for 4 years, amount to \$200,000 a year each.

Recent Accomplishments:

In the third round of the IG Program (July 1974-June 1978), the 15 grant recipient schools enrolled an estimated 2,700 students as human resources majors or minors. Approximately 3,800 other students took credit courses in the human resources area.

INSTITUTIONAL GRANTS PROGRAM

Thirteen of the 16 schools whose grants began in September 1978 have already introduced new courses in the human resources area, ten of them have a human resources specialty in place or designed and in some stage of the approval process, and educational programs at all of the schools are expected to be fully operational midway through the second grant year.

Impact of Proposed FY 1980 Funding Level:

Of the \$2.5 million per year required to support the fourth-round of the IG Program in Fiscal Year 1980, \$1.5 million will come from ORD's base research budget and the balance, from discretionary funds. This budget entails no cutbacks and is the minimum needed to maintain a viable program.

Other Comments:

None

NATIONAL LONGITUDINAL SURVEYS

Legislative Authority: Sec. 311

There is no specific mandate in the statute requiring the Department to support this activity. It is funded on a discretionary basis.

Responsible Office: OPER/ETA

Funding:

	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned Obligations	\$500,000	\$600,000

These obligations are chargeable to the appropriation for "National Programs" under CETA Title III.

Overview of Program:

The Employment and Training Administration (ETA) originally funded the National Longitudinal Surveys (NLS) (in 1966) because there was no single body of data yielding information on the dynamics of labor market experience and because it recognized the advantages of longitudinal surveys in providing information on employment, unemployment, the mobility of workers and other labor market experiences. These surveys, which collect data on the same sample of persons in successive interviews, provide information on the process of change and are effective in pinpointing when and how socioeconomic problems arise.

The intent of the surveys is to measure a variety of economic, sociological, and psychological variables which are significant in the labor market experience of four cohorts of the population at critical transition stages in working life: young men and women aged 14-24 (at the time of initial interview) who are recent entrants to the labor force, women aged 30-44 who are likely to be returning to the workforce after their last child enters school, and men aged 45-59 in their preretirement years. Each cohort consists of approximately 5,000 individuals. The NLS samples were selected to permit valid analyses and comparisons between blacks and whites. ETA plans to continue the surveys of each of the cohorts through a 15th year final face-to-face interview. (The ETA also now has added a new cohort to the NLS: young men and women, aged 14-21, with overrepresentation of black, Hispanic, and poor white youth. This part of the NLS is being funded through the Office of Youth Programs.)

Among the major objectives of the NLS are: (1) to identify the factors associated with variations in indicators of labor market success; (2) to identify the factors associated with occupational choice and successful transition into the labor market by youth; (3) to provide an assessment of the extent to which there is labor market discrimination against racial and ethnic minorities and women; and (4) to suggest policy measures designed to improve the operations of labor markets and to ameliorate the problems of groups suffering disadvantage in the labor market.

Recent Accomplishments:

A very rich longitudinal data base has been accumulated for each of the sample which is being used by the entire research community. The Ohio State University's Center for Human Resources Research (CHRR) has produced 18 volumes of findings from the surveys that have been published by ETA as research monographs; more than 250 articles have been written analyzing data from the NLS; scores of graduate students have produced master's and Ph. D's dissertations based on the data; and policy conferences based on NLS research have been supported by DOL. Currently, CHRR staff are working on the tenth year report of the young men's cohort and the prospectus of the tenth year report on the sample of mature women. Also, CHRR now has submitted for our review the draft volume of the tenth year report on the older men's cohort, covering data collected between 1966 and 1976.

Impact of Proposed FY 1980 Funding Level:

In FY 1980, plans are to complete the tenth year report for the older women and young men's cohorts, along with a series of special reports, e.g., on the socioeconomic adjustments of women who have become widowed; and the impact of health on labor market status. In addition, questionnaires will be prepared for the telephone interviews with the young and older men, and there will be continued preparation of the public use tapes. Continued funding is essential to maintain the value of the longitudinal data set.

Other Comments:

The NLS is a unique data source, with important policy implications specifically regarding the labor market experiences of youth, women reentering the labor force and older men.

MINORITY RESEARCHERS ASSOCIATES

Legislative Authority: CETA, Section 311 (a)

There is no specific mandate in the statute requiring the Department of support this program. It is funded on a discretionary basis.

Responsible Office: OPER/ETA

Funding:

	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned Obligations	\$150,000	\$150,000

These obligations are chargeable to the appropriation for "National Programs" under CETA Title III.

Overview of Program:

This is a project to support the establishment of a program designed to stimulate and encourage primarily minority persons in CETA administration toward further participation in research and policy development on employment and training issues and problems.

The project is directed by the Conservation of Human Resources Project at Columbia University, which will bring in 12 Fellows over the next 2 years to receive 1 year of full-time specialized research training. The Fellows come from managerial positions in CETA programs. They are nominated by their employers; must have a college degree; a sensitivity to the special needs of CETA client groups; and a commitment to a career in employment and training research and policy development.

Recent Accomplishments:

The first five Fellows have now been chosen. They will begin their work by July 1, 1979. The Fellows--three blacks, one Hispanic, and one white--are CETA administrators in New York, Arizona, Virginia, and Pennsylvania.

Impact of Proposed FY 1980 Funding Level:

This would continue a potentially highly valuable effort to improve the quality of management of CETA programs.

CAREER ADVANCEMENT MINORITY
SOCIAL SCIENCE RESEARCH

Legislative Authority: Sec. 311(g)

This section authorizes the Secretary to conduct educational and assistance programs designed to eliminate artificial barriers to employment based upon race, sex, national origin, age, records of arrest or conviction, handicaps, marital status, or other criteria. To support such programs, information shall be developed identifying all such artificial barriers, the numbers of persons affected, the manner in which such barriers operate and how such barriers can best be eliminated. This program is funded on a discretionary basis.

Responsible Office: OPER-ETA

Funding:

	<u>FY 1979</u>	<u>FY 1980</u>
Planned obligations....	\$300,000	\$300,000

These obligations are chargeable to the appropriation for "National Programs" under CETA Title III discretionary account.

Overview of Program:

The minority research program for FY 1980 is a major component of the Federal Government's "Black College Initiative" mandated by President Carter to identify program areas where historically black colleges can participate more effectively in agency programs with particular attention given to programs designed to identify and eliminate artificial barriers to employment. To accomplish the President's directive and commensurate with the CETA statute, the Department has established a plan to carry out this initiative. A portion of that plan calls for establishment of departmental programs designed to stimulate and encourage black college researchers greater involvement in the conduct of research directed toward general economic and social issues, as well as to further their professional development and career advancement.

In FY 1979, the plan calls for the establishment of an 8-week research training institute, to be held annually at a selected university. The institute would provide advanced training for black researchers in the current

skills necessary for quantitative and other kinds of social research. Emphasis would be placed on providing familiarization and practical experience with those survey techniques especially sensitive to the measurement and interpretation of minority concerns and of procedures especially problematic or uniquely adaptable to black community research. (Enrollment for the institute would be limited to PH. D.'s in the social sciences.) This program also provides for a series of brief (3-5 days) but intensive research methodology workshops. These would be conducted at locations with maximum accessibility to new and established minority researchers. Other activities such as invitational meetings and seminars will be built into the program as it is developed.

The program will be conducted under the auspices of a historically black college with guidance for program implementation provided by the advisory board consisting of 8-10 member representation, a broad spectrum of institution level training, disciples, and geography.

Recent Accomplishments:

The grant for the FY 1979 plan is currently in process and will be awarded in July of 1979.

Impact of Proposed FY 1980 Funding Level:

Funding is requested in order to assure the accomplishment of goals of the black college initiative as supported by the Secretary.

Other Comments:

Commensurate with Section 311(g), this program is being conducted in consultation with HEW through the Federal Interagency Committee on Education (FICE).

BROOKINGS INSTITUTION
(Staff Associates in Employment Policy Programs)

Legislative Authority: Sec. 311 (a)

There is no specific mandate in the statute requiring the Department to support this activity. It is funded on a discretionary basis.

Responsible Office: OPER/ETA

Funding:

	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned Obligations... .	\$260,000	\$260,000

These obligations are chargeable to the appropriation for "National Programs" under CETA Title III.

Overview of Program:

The Staff Associates in Employment Policy Program is designed to test and evaluate a new approach to obtaining research competence and contributions from the academic community to improve federal manpower policies, and programs through exposure and participation of outstanding young scholars in the federal process of policy and program development. The major objectives of this program are to assist the Employment and Training Administration in the identification and development of scholars who are interested in and can make immediate and subsequent contributions to the resolution of employment policy issues; provide an opportunity for academicians to become involved in the formulation and execution of policies in the fields of training and employment; and allow these scholars to work on the solution of priority problems directly relevant to employment and training policy and administration.

Recent Accomplishments:

Since its introduction in 1977, fifteen scholars have participated in the program. These scholars have made significant contributions to OPER in way of illuminating particular issues, generating new ideas, developing research strategies, and through a variety of sophisticated analyses which have enhanced and strengthened the effectiveness of the CETA programs.

Impact of Proposed FY 1980 Funding Level:

The proposed funding level would enable continuation of this program which is providing specialized research and related functions appropriate and essential to OPER which otherwise would be unavailable, given present program budget and current staff ceilings.

RESEARCH AND DEVELOPMENT - PSIP

Legislative Authority: Sec. 311 (a)

In the context that the regular R&D program satisfies the mandate of CETA Section 311, this special R&D effort is funded on a discretionary basis.

Responsible Offices: ONP and OCED - ETA

<u>Funding:</u>	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned Obligations	750,000	950,000

Overview of Programs

The purpose of research and development is to assess the impact which Title VII activities have on redirecting the CETA programs toward the private sector and to identify approaches toward placing CETA eligible individuals into private sector jobs; these efforts will be conducted through financial agreements with public and private organizations.

The research and development objectives will be met through short-term research projects looking at specific issues and specific localities, long-term evaluation and data gathering which will provide a national picture, and demonstration projects which will be designed to provide and test the efficiency of specific program approaches.

Recent Accomplishment

Specific short-term limited objective research studies are underway. Tracking studies of early developments in PIC formation and PSIP planning have produced information on the variety of roles for PIC's and general level and status of PSIP planning efforts.

Marketing research effort has been completed which resulted in information which suggests the size and types of firms most responsive to PSIP, and those aspects of CETA which are most and least attractive to business and approaches toward publicizing the private sector initiatives. Additional research topics which will be addressed during FY 1979 include the role of small and minority owned business, improvements in the use of labor market information and analysis of the utilization of employment generating

services by prime sponsors. The long-term data collection has begun with the incorporation of private sector issues in the continuous longitudinal manpower survey.

Impact of 1980 Funding Level

The funds identified for 1980 are needed to provide the long-term impact study of Title VII, to provide data for the required reports to congress and to fund and test specific demonstrations which relate various segments of the private sector to CETA funded activities. Thus far demonstrations are planned involving labor groups, community based groups and use of apprenticeship.

Since Title VII is in total a demonstration effort designed to test new approaches to the employment and training of individuals for full participation in the labor market, thoroughly assessing the effect of these approaches and documenting the lessons learned is essential to the ongoing influence and success of the program. This approach would require analyzing the broader impacts of Title VII - i.e., the increased acceptance of CETA by the private sector community, the influence of PSIP implementation on activities under other CETA Title, etc., in addition to the more traditional quantitative data relating to planned vs. actual activities.

INTERNATIONAL APPRENTICESHIP TASK FORCE STUDY

Legislative Authority: Section 311

There is no specific mandate in the statute requiring the Department to support this activity. It is funded on a discretionary basis.

Responsible Office: OPER and BAT-ETA

Funding:

	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned Obligations.	\$125,000	\$50,000

These obligations are chargeable to the appropriation for "National Programs" under CETA Title III.

Overview of the Program:

The Department of Labor Task Force on Apprenticeship, sponsored by the Bureau of Apprenticeship and Training, has the responsibility to conduct a major assessment and comparison of the apprenticeship systems and other vocational training methods of European countries and Canada with those of the United States. Under this grant, the Conservation of Human Resources of Columbia University is assisting the task force in planning the study, identifying and visiting knowledgeable persons concerned with apprenticeship in Europe, Canada, and the United States, and collecting and analyzing data on apprenticeship programs.

Recent Accomplishments:

Visits have been made to Holland, Brussels, Paris, Switzerland, and London. Interviews were held with representatives of international agencies, national government officials, trade union organizations, individual employers, and employers' organizations. Visits were made to training centers, vocational schools and firms.

Efforts are being made to obtain up-to-date laws, regulations, and reports on apprenticeship from each country.

Impact on Proposed FY 1980 Funding Level:

Funding is requested in order to ensure the accomplishment of the goals of project.

Legislative Authority: Sec. 312

CETA Section 312 specifically directs the Department to develop a comprehensive system of labor market information on a national, State, local, or other appropriate basis which shall be publicly available in a timely fashion. However, the funding level is not prescribed by the statute, so the Department does have discretion in terms of the amount if requests for this activity from each year's appropriation.

Responsible Office: OPER-ETA

Funding:

	<u>FY 1979</u>	<u>FY 1980</u>
Planned obligations....	\$12,600,000	\$11,100,000

These obligations are chargeable to the appropriation for "Program Support (Labor Market Information)" under CETA Title III. This activity is identified as a separate line item in the congressional budget request.

Overview of Program

The Labor Market Information (LMI) program is a cooperative effort with the State Employment Security Agencies (SESA's) with the Department providing the funds and the SESA's administering the program. Within the Department the ETA has responsibility for defining the scope and operational use of labor market information, monitoring, and evaluating the activities of field organizations, as well as sponsoring the development and dissemination of LMI reference tools and data. In addition, the ETA is responsible for the provision of technical assistance and training to SESA's and CETA prime sponsors in LMI. The ETA also administers the Federal/State Bureau of Labor Statistics programs on current employment and occupational employment statistics.

Within the SESA's, the Research and Analysis (R&E) units are responsible for data collection, analysis and dissemination. These field organizations carry out the basic work in accordance with ETA policies, guidance and directives.

Activities of the R&A units include the operation of a comprehensive LMI program aimed at meeting the needs of direct labor market participants (employers and jobseekers), indirect participants (unions and employment services), training and educational institutions, and organizations which do manpower planning, such as the 460 CETA prime sponsors. At the same time, SESA R&A units generate key labor force statistics which serve as determinants in computing recipient eligibility levels under such programs as Defense Manpower Policy No. 4B (classifying labor surplus areas for preference

in Federal procurement), and allocating resources for CETA Title II (services for the economically disadvantaged), Title IV (youth programs), and Title VI (counter-cyclical public service employment programs).

Basic labor market information such as employment and unemployment data, job openings and labor turnover, and insured unemployment activities are also used to trigger funds to States and local areas for such programs as unemployment insurance and public service employment programs, and for public works and economic development efforts through the Economic Development Administration (EDA). LMI also is an input to State vocational education plans that receive Federal funds.

Recent Accomplishments:

During FY 1978, the SESA LMI program units prepared 6,745 "core products" for all CETA prime sponsors, State vocational educational agencies, and State Occupational Information Coordinating Committees (SOICCS) as well as products for job-seekers, students, career counselors, employers, and unions. The "core products" include LMI newsletters, occupational publications, planning information, affirmative action information outputs, publications for special worker groups, and selected LMI research products. The States also prepared 234,000 estimates and projections of employment, unemployment labor turnover and occupational statistics.

In addition to the activity described above, during FY 1979, LMI training for 1,000 CETA prime sponsor planners, SESA labor market analysts, and Bureau of Apprenticeship and Training analysts were delivered through a national office contract. Also, during FY 1979, management and productivity of SESA LMI programs have been strengthened with the implementation of an intensive review and evaluation system, the operational use of a computerized LMI management tracking system, implementation of an annual LMI user survey, guidebooks to assist CETA program planners in developing socio-economic and demographic data, the establishment of federal/State work groups to address major LMI issues, the establishment of work groups to review work measures for the development of unemployment estimates and to assess resource requirements for SESA's participating in the cooperative statistics program.

Impact of Proposed FY 1980 Funding Level:

Every year since 1962, either the Congress has passed an act or an Executive Order has been issued which required the production and dissemination of labor market information. Presently there are nearly 20 such acts or Executive Orders. Despite these increasing demands, funds for LMI have

remained constant. (The decrease of \$1.5 million in FY 1980 represents a transfer of funding responsibility to BLS for processing of Occupational Employment Statistics for SESA's.) While funding for LMI has remained constant, the failure to provide increased funding in FY 1980 for mandatory salary and law changes will result in a net reduction in staffing for the program. For example, between FY 1977 and FY 1980, mandatory salary and law changes in State agencies have increased by 26 percent. Since additional funds were not provided to cover these costs, States have reduced their LMI staff by approximately 30 positions per year out of approximately 500 funded by CETA Title III. To avoid the reduction would require an additional \$1.5 million or a total of \$12.6 million in FY 1980.

Other Comments:

Recently passed Congressional mandates and emerging requirements such as that required under the new Review and Certification Procedures for Rural Industrialization Loan and Grant Programs, the new waiver requirements for PSE, and the CETA Reauthorization which requires specific demographic and socio-economic data are all stressing the LMI program and its resources. At the same time, the National Governor's Association, the Interstate Conference of Employment Security Agencies and the National Occupational Information Coordinating Committee are making demands for a more comprehensive LMI program.

It is apparent that unless additional funds are made available, the Labor Market Information program will suffer at the expense of and detriment to planners, grantees, and program operators of employment and training programs. It is estimated that the present funding level for LMI is less than two-tenths of one percent of the total CETA budget.

EVALUATION

Legislative Authority: Sec. 313(a) and (b)

This section mandates "continuing evaluation of all programs, activities....conducted pursuant to this Act." However, the statute does not prescribe a specific funding level, so the Department does have discretion in terms of the amount it requests for this activity from each year's appropriation.

Responsible Office: OPER-ETA

Funding:

	<u>FY 1979</u>	<u>FY 1980</u>
Planned obligations....	\$3,300,000	\$3,300,000

These obligations are chargeable to the appropriation for "Program Support (RD&E)" under CETA Title III, which is a separate line item in the congressional budget request.

Overview of Program:

The evaluation budget is for evaluations, through contract with external organizations, to describe and assess how employment and training programs are actually being conducted and to measure the effectiveness of such programs.

This activity concentrates on a limited number of comprehensive evaluations, primarily of CETA programs, but also of the Employment Service and some additional employment and training programs (recently including an apprenticeship promotion program, Defense Manpower Policy No. 4A, and jobs tax credits).

Recent Accomplishments:

Significant recent evaluation reports (1) provided measures of PSE substitution and net employment creation which established that substitution was much less and new jobs created were much more than had been suspected; (2) found that the Job Corps provides positive short-term economic benefits to its participants and benefits to society which exceed its costs; and (3) developed and tested methods for an evaluation of impact of Employment Service labor exchange activities on its users (so that a national evaluation of such impact is now being initiated).

Impact of Proposed FY 1980 Funding Level:

This level, the same as in FY 1979, involves an inflation cost, but is adequate to carry forward the major evaluations in progress. It does not permit start on sizable evaluations of additional programs.

Other Comments:

(a) The evaluation program includes, in addition to the \$3.3 million noted earlier, \$5 million from the "National Programs" account to support the Continuous Longitudinal Manpower Survey (CLMS) used to evaluate CETA decentralized programs. That \$5 million funding is discussed more fully in a separate "profile" on the CLMS.

(b) OMB and the Congress have been calling for "more and better" evaluation. The proposed stand-still FY 1980 budget will not enable any improved response to this urging.

CONTINUOUS LONGITUDINAL MANPOWER SURVEY (CLMS)

Legislative Authority: Sec. 313(a) and (b)

This section mandates evaluation of all CETA programs. The funding level for this activity is set at the discretion of the Agency.

Responsible Office: OPER-ETA

Funding:

	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned obligations....	\$5,000,000	\$5,000,000

These obligations are chargeable to the appropriation for "National Programs" under CETA Title III. (For FY 1981, it has been proposed that the funds for the CLMS be incorporated in the Evaluation account rather than continuing to be provided from the discretionary "National Programs" account.)

Overview of Program:

The CLMS develops data for evaluation of the CETA decentralized programs. It also helps respond to several other CETA sections' requirements for specific data on the decentralized programs. The CLMS tracks annual national samples of participants in CETA decentralized programs to develop data needed to answer (in detail not available from sponsor reporting systems): (1) Who is served by the major types of decentralized CETA activities; (2) what is the employment and earnings experience of these participants after they leave the programs, and how much of an improvement is that over their preprogram record; (3) how much of any earnings gains are attributable to the programs rather than to other factors; and (4) which types of programs and which types of participants have greater or lesser gains?

The CLMS data are collected by the Census Bureau, while technical support, data processing, and most analyses and reports are obtained under contract with Westat, Inc.

Recent Accomplishments:

The CLMS has provided detailed data on who is served and on early postprogram experience of participants that have been widely used for policy planning and congressional purposes. It has provided by now the

first reliable data on what happens to employment and earnings of participants in the first year after they leave the program, based on followup interviews 18 months after entry, and this fall will provide the first longer-term data based on 3-year followup.

Impact of Proposed FY 1980 Funding Level:

Rising costs for Census Bureau and other contractor personnel have eaten into the CLMS budget, but maintenance of the \$5 million annual funding level in FY 1980, plus some resources from the regular evaluation budget, will enable "adequate" carrying forward of this major evaluation activity.

Other Comments:

ETA and the Department have promised to the Congress that the CLMS will be carried forward to provide basic information on CETA participants postprogram experience. OMB expressly directed several years ago that it be fully funded, drawing on the Secretary's CETA discretionary resources as necessary. It is likely that any cutback in CLMS would be severely attacked or not permitted by OMB and the Congress.

TECHNICAL ASSISTANCE AND TRAINING - REGULAR

Legislative Authority: Section 314

The enabling statute contains a mandate requiring the Department to conduct training and technical assistance activities under CETA Section 314. However, the funding level for these activities is not prescribed by the statute, so the Department does have discretion with respect to the dollar amount it may request in support of these activities each year.

Responsible Office: OFO-ETA

<u>Funding:</u>	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned Obligations.....	\$14,460,000	\$15,010,000

These obligations are chargeable to the appropriation for "Program Support (Technical Assistance and Training)" under CETA Title III. This activity is identified as a separate line item in the congressional budget request.

Overview of Program:

This activity provides either directly or through grants, contracts or other arrangements the needed staff training at national, regional, State and local levels for specialized, supportive, supervisory or other personnel and technical assistance which is needed to increase and develop staff capability to plan and administer employment and training programs.

The major objectives of the program are:

1. To provide comprehensive training to update the knowledge and skills of program staff delivering services to the economically disadvantaged, unemployed, and the underemployed.
2. To render technical assistance support directed toward enhancing the effectiveness of program planning and administration in order to provide better services to clients.
3. To provide management assistance to promote effectiveness of program management and operation of CETA prime sponsor organizations and State agencies.

4. To increase the accessibility of technical assistance and training materials developed for the system in order to avoid costly duplication and provide increased use of available materials.

The Office of Technical and Special Services (OTSS) in OFO acts as the central control and coordination office for all staff training and technical assistance activities under Section 314, CETA and other funding sources. Responsibilities include:

- . annual determination of available resources for TA&T;
- . establishment of TA&T priorities;
- . solicitation, review and approval of TA&T proposals and plans from all organizational levels;
- . annual development of an ETA-wide, coordinated and integrated TA&T plan;
- . coordination with Research, Development and Evaluation efforts;
- . development of staff training resources design and techniques;
- . review of the selection of outside contractors;
- . the allocation of TA&T funds to regions and national office components to implement the annual, approved TA&T funding plan;
- . monitoring the approved plan implementation to insure fiscal and programmatic responsibility, cost effectiveness in meeting stated objectives;
- . and the overview of the administration of a national training center and ten regional centralized training facilities.

Recent Accomplishments:

During the past year, 20 national training courses were designed and developed under the National Training Center and conducted in 60 centralized training sessions for approximately 2,500 Federal, State, and CETA prime sponsor staff. The ten Regional Training Centers conducted 940 training sessions for approximately 20,900 staff members (2,320 Federal, 4,600 State agency; and 13,980 CETA prime sponsors).

One hundred sixty (160) contracts, grants, inter-agency agreements, and work group projects were performed to provide hands-on technical assistance and training support to national, regional and local operations. The ETA Resource Clearinghouse System was expanded to seven regions and State-Local Personnel requirements for major personnel management aspects were provided to CETA prime sponsors and SESA's.

Impact of Proposed FY 1980 Funding Level:

With the resources proposed for FY 1980, the program would be able to achieve the basic objectives of the technical assistance and staff training functions and institute and make operational the Management Assistance support function in ETA national and regional offices. In addition, staff training and follow-up TA in new organizational roles for OMA (MAS in regions) and other components of the ETA system as well as staff training in TA techniques would be provided. However, the major objectives of the Management Assistance function would not be fully supported. A Management Assistance support function would not fully operate at the national office, resulting in a significant reduction in overall program coordination and management of field activities. The ability to improve the flow of program information through the entire ETA system and to respond adequately to prime sponsor needs in areas of fiscal, MIS and management analysis would be hampered. The ETA Resource Clearinghouse system would operate at a reduced level.

Other Comments:

Under the ETA reorganization the existing functions of OTSS will be incorporated in the new Office of Management Assistance (OMA). In order to comply with the newly legislated mandates of CETA, there will have to be increased support for the provision of management assistance, staff training and technical assistance to components of the ETA system. On-site evaluation and compliance reviews of grantee personnel management systems must be conducted and production of technical assistance and training guides, tools and materials for the ETA system must be increased. In addition, a skills

inventory and needs assessment system will be developed and operated to identify and match available staff skills throughout the ETA system with management and technical assistance needs of prime sponsors as determined by management analysts' reports, audits, complaints, investigations and other assessment techniques. It is extremely questionable as to whether the \$15,010,000 proposed for FY 1980 will be sufficient to support a TA&T effort at this high a level.

TECHNICAL ASSISTANCE AND TRAINING-PSIP

Legislative Authority: Sec. 314

In the context that the regular TAT program satisfies the mandate of CETA Section 314, this special TAT effort in connection with CETA Title VII is funded on a purely discretionary basis.

Responsible Office: OCED - ETA

Funding:

	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned Obligations	\$1,000,000	\$550,000

These obligations are chargeable to the appropriation for "National Programs" under CETA Title III.

Overview of Programs:

The three major goals of this technical assistance activity are to: increase private sector participation in CETA; provide prime sponsors and PIC's with the basic tools to implement PSIP; and facilitate information exchange and training among PSIP implementations. Projects will include: training and assistance in marketing and communications to further PSIP, both nationally and at prime sponsor levels; the development and distribution of program design models; communications system and information exchange mechanisms including journal articles, bulletins, newsletters, etc.; slide and other media presentations aimed primarily at the private sector audience; and technical assistance guides for specific program activities such as OJT.

Recent Accomplishments:

The development and distribution of program design models has been initiated with approximately a dozen program options sent to the field. More have been promised and are already in a development stage. A small number of contracts have been let to begin researching marketing capabilities for PSIP within trade associations and to develop the

hard information needed to mount full scale marketing programs. Early results indicate that many associations willing to assist DOL in this respect will need some assistance both technical and monetary. Dissemination of a technical assistance guide is also in progress to support PIC development.

Impact of Proposed FY 1980 Funding Level:

The level proposed for FY 1980 will permit the Department to: (1) carry forward the results of the various marketing surveys; (2) provide funds to assist trade associations to include PSIP in their publications and other communication vehicles; (3) continue the development of a "spotlight," a highly supported prime sponsor/private industry council operation; (4) coordinate with R&D efforts to set up demonstrations at selected sites of newly authorized private sector activities such as small business internships, self employment training, and other newly conceived employment generating projects. These items and more will culminate in technical assistance guides for other prime sponsor/PIC areas.

It is critical to the program's development that the momentum now begun and interest generated on the part of business be continued in a dynamic manner and for the successful emergence of a business/government partnership.

CETA MIS REDESIGN PROGRAM

Legislative Authority: Sec.'s 314
 103 (2) (11)
 104 (c) (2)
 104 (d) (1)
 127 (c)
 127 (d)
 133 (2) (1)

Given the new set of extremely complex reporting requirements contained in the CETA re-enactment, this activity is regarded as mandatory in nature.

Responsible Office: OAM - ETA

Funding:

	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned obligations.....	\$1,000,000	\$5,000,000

These obligations are chargeable to the appropriation for "National Programs" under CETA Title III.

Overview of Program:

The CETA MIS Redesign Program is a major effort to increase the prime sponsor's management capabilities by assisting with the automation of their management information systems. The development of flexible MIS's will facilitate the production of information required by primes to manage their programs on a day-to-day basis. The proposed system designs will generate information down to the subcontractor level as well as provide the Federal required reports.

In the initial phase we will develop a set of specifications for management information systems. Then we will review and certify prime sponsor's systems as meeting or not meeting the Federal minimum standard. The second phase is to provide technical assistance to primes to meet the minimum Federal requirements. A major strategy is to provide prime sponsors with an array of prototype systems which will be developed through the project. They can choose from this array the system best suited to answer their information needs.

These prototype or model systems will cover a wide array of various prime sponsor structures. The systems will take into account such alternatives as service bureau arrangements, mini-computers and data base management systems. Selected prime sponsor systems

will be supported with development funds to position these systems for export. During the implementation stage of the project funds will be utilized to make the exported system operational in other prime sponsor locations.

Recent Accomplishments:

By the end of FY 1979 selection of a contractor to provide technical administration of the overall project will be completed. The prime sponsor systems will be identified for further support and system improvement. Several test sites will be selected. The specifications for the functional MIS will be developed, tested, announced in the Federal Registry and will be ready for implementation in FY 1980.

Impact of Proposed FY 1980 Funding Level:

During FY 1979 such basic groundwork will be accomplished as obtaining contractor support establishing the Federal minimum requirements for MIS's and selecting prototype systems. In FY 1980 we will field test model and prototype systems in selected prime sponsor locations and develop any necessary system enhancements. Implementation of systems may begin in prime sponsor locations where needed.

Other Comments:

This program is projected as a four year effort. By the end of FY 1980 the bulk of the developmental aspect of the project will be completed or in the final stages. Some primes may be moving into the implementation phase of the project with completion projected by the end of FY 1982.

ECONOMIC DEVELOPMENT PROGRAM

Legislative Authority: Sec. 318

There is no specific mandate in the Statute which requires the Department to conduct this program. It is funded on a discretionary basis.

Responsible Office: OCED-ETA

<u>Funding:</u>	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned Obligations ----	\$600,000	\$1,000,000

These obligations are chargeable to the appropriation for "National Programs: under CETA Title III.

Overview of Program:

The Economic Development Program's primary goal is to link local CETA training efforts with other local programs for the purpose of creating jobs and employing economically disadvantaged unemployed persons. The primary focus of the program is on job creation in EDA and HUD funded projects. The program was established in 1976.

Within the past few years, a number of prime sponsors have begun to coordinate CETA programming with local economic development agencies. The degree of that coordination has varied and without strong Federal backing. The Community Economic Development Program (CEDP), a demonstration effort undertaken by the Departments of Labor, Commerce and Housing and Urban Development, encouraged ten cities to link Federally funded development resources (CETA, CDBG, EDA, SBA, UDAG, etc.,) at the local level into a comprehensive economic development strategy. That program is currently being phased out; however a number of findings have been documented. These findings will permit operational linkage between federally funded programs in a more integrated manner.

Underway within OCED are also three novel Labor Management Councils. Their specific mission is job retention and creation. Councils have been formed in Chemung County, N.Y., Inland Manpower Association, Colton, CA. and Pittsburgh, PA. Their activities also reflect the goals of Section 318..

Recent Accomplishments:

1. Jointly funded (HUD, EDA, ETA) Community Economic Development Programs in ten cities.
2. Funded three labor management councils in three cities.
3. In process, the development of a private sector strategic planning training course for prime sponsors.

Impact of proposed FY 1980 Funding Level

The proposed funding level (\$1,000,000) represents a \$400,000 increase above the FY 1979 level and will allow for an expansion of the program into new areas. New projects, aimed at targeting jobs for the economically disadvantaged, will be implemented in FY 1980. These projects will be jointly funded and administered by ETA, HUD and DOC. Other potential new projects will include weatherization small business enterprise and exploration of flexible intergovernmental grants.

Other Comments:

Projects funded under this program will be coordinated to the extent possible, with activities under the Private Sector Initiatives Program.

NATIONAL COMMISSION FOR
EMPLOYMENT POLICY (NCEP)

Legislative Authority:

CETA Title V

Title V of CETA authorizes a National Commission for Employment Policy with responsibility for examining broad issues of employment policy and for advising the President and the Congress on issues concerning employment and training programs. The Commission is required to make an annual report to the President and the Congress and such interim reports as deemed necessary. The Act authorizes appropriation of such funds as may be necessary to carry out Title V.

Responsible Office: OPER - ETA

Funding: FY 1979 FY 1980 Proposal

Planned obligations \$1,500,000 \$1,910,000

These obligations are chargeable to the appropriation for "National Programs (discretionary)" Under CETA Title III.

Overview of Program

The Commission is composed of 15 members and a support staff including an Executive Director. The Commission meets at least 4 times a year and conducts hearings on a variety of issues. Through its staff and by contracts with outside organizations the Commission conducts studies and evaluations of employment and training programs and of major employment issues. These studies are reflected in the annual report and in special reports to the President and the Congress.

The FY 1979 set-aside for NCEP of \$1.5 million provides for \$1 million in contracted studies and \$.5 million for 12 staff positions. The FY 1980 set-aside of \$1.9 million provides for \$1.2 million in contracts and \$.7 million for 16 staff positions

Recent Accomplishments:

The Commission issued the Fourth Annual Report, An Enlarged Role for the Private Sector in Federal

Employment and Training Programs. In addition the Commission issued ten special reports on various employment and training issues. Three meetings of the full Commission were held as well as three meetings of the youth task force and eight days of hearings on youth unemployment problems. The Commission sponsored several conferences on such topics as: the use of subsidies; the impact of immigration on employment; the employment effects of international trade; and policy options for responding to economic dislocations. Over the year the Commission distributed over 35,000 copies of its reports. The Commission also prepared testimony and other analyses for various Congressional committees.

Impact of Proposed FY 1980 Funding Level:

The FY 1980 level for NCEP represents an increase of \$410,000 over FY 1979. Of the increase, \$195,000 will support increased contracted studies and \$205,000 will provide for an increase in the Commission staff. The additional resources will enable the Commission to respond to Congressional mandates and to specific areas of interest indicated by White House staff. The proposed FY 1980 level was arrived at in discussion between NCEP, the Department and OMB.

Other Comments:

Prior to the reauthorized CETA the NCEP obtained resources from DOL discretionary resources on the basis of agreed upon needs. However, in reauthorizing CETA Congress indicated that NCEP should be independent and authorized appropriation of such sums as needed to support the Commission activity. While no specific funding level was identified in the legislation, OMB in its hearing on NCEP, indicated that the Commission was to be provided a specific set-aside from DOL funds. The \$1.9 million was specifically identified in the OMB mark for FY 1980.

CETA AUDITS

Legislative Authority: Sec. 133 of CETA
 Sec. 4 of the I.G. Act of 1978

The Inspector General Act of 1978 appears to contain a clear mandate requiring the Department to perform audits of CETA grantees and contractors. The funding level for audit activities is not specified by statute and can, theoretically, be set at the discretion of the agency. It is likely, however, that our appropriations committees will make a "line item" appropriation for CETA audits and include these funds in the budget for the Office of the Inspector General, with an offsetting reduction being made to the appropriation for "National Programs" under CETA Title III.

Responsible Office: Inspector General

<u>Funding:</u>	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned Obligations . . .	\$8,000,000	\$8,000,000

The FY 1979 obligations are chargeable to the appropriation for "National Programs" under CETA Title III. This might also be the case in FY 1980, or it may happen that the Congress will make a separately identifiable appropriation as suggested above.

Other Comments:

- . The Inspector General's Office was not able to furnish ETA With their budget justification in time for it to be included in this presentation. We feel confident, however, that they will be readily able to justify the amount being proposed.
- . The Congress might well direct the Department to allocate more than \$8 million for audits in FY 1980.

POLICY ANALYSIS SUPPORT

Legislative Authority:

There is no specific mandate in the statute requiring the Department to conduct this program; it is funded on a discretionary basis.

Responsible Office: OPER-ETA

<u>Funding:</u>	<u>FY 1979</u>	<u>FY 1980 Proposal</u>
Planned obligations	\$440,000	\$500,000

The programs are chargeable to the appropriation for "National Programs" under CETA Title III.

Overview of Program:

This policy analysis support item is accomplished through contracts with (1) the National League of Cities/U.S. Conference of Mayors (represented by the National Institute of Public Management), (2) the National Association of Counties, and (3) the National Governors' Association. Through these contracts the Department impacts upon the policy decision-making process of public interest groups so that such policies are determined in consonance with the policy initiatives and directions of the Administration and ETA. The ultimate objective is to achieve consensus between the public interest groups and the Administration (ETA) on major policy and/or legislative initiatives to better assure acceptance of the policy initiatives on the part of Congress, local officials, and local program operating elements.

Recent Accomplishments

Administration policies on CETA (including the legislation for the reauthorization of CETA), unemployment insurance reform, and welfare reform have been adopted in major part by the official bodies of the public interest groups. In addition, largely as a result of consensus

reached at the policy level in the design of the emergency public service jobs programs and the economic stimulus programs under CETA, these programs were implemented with minimal delay and maximum support of the public interest groups and local elected officials. Although unanimity on all aspects of Administration (ETA) policy initiatives has not always been achieved, the differences expressed by the public interest groups (and thus local elected officials) have come from an informed cadre of technically competent public interest group staff and have generally been only differences at the margin rather than major differences in concept. An in-place system for publicizing and discussing Administration (ETA) policy initiatives has been established as a well-tuned system for dissemination of information and materials on policy initiative development. Feedback from the public interest groups has been most useful in final articulation of Administration (ETA) policy direction, particularly in the legislative proposal development activities. The public interest group contracts also provide an excellent sounding board for program and policy problems arising at the local operational/political level. These contracts are thus a viable mechanism for achieving the President's goal of early and constant consultation with State and local elected officials on major policy development by the Administration.

Impact of Proposed FY 1980 Funding Level

The FY 1980 resources are much less than those available in FY 1979 because the National Governors' Association contract was not funded with FY 1979 resources but instead was funded on September 30, 1978, using FY 1978 resources. The FY 1979 funding for policy analysis support would have been \$595,000 if this item had been fully funded with FY 1979 resources.

MOBILE CONTRACT

CLAY, MASSEY, STREET & GALE, P. A.
ATTORNEYS AT LAW
509 CHURCH STREET
MOBILE, ALABAMA 36602

CALVIN CLAY
R. EDWARD MASSEY, JR.
CHARLES S. STREET
NORMAN J. GALE, JR.

May 11, 1981

TELEPHONE
(205) 432-0620

Mr. Mel Harris
Mel Harris & Associates, Inc.
Management Consultants
3226 Nevada Avenue North
Crystal, Minnesota 55427

RE: Mobile Consortium of CETA Contract- Mel Harris & Associates

Dear Mr. Harris:

In accordance with our conference of last week I have proposed the following performance standards to be included as a supplement to the contract between Mobile County Consortium (EOPP) and Mel Harris & Associates, Inc. I have tried to include those performance standards that you submitted in your letter of April 14, 1981, and to include further those additional performance standards that we discussed at the EOPP office during the conference last week. If these standards meet your approval, then I would appreciate your executing this letter and having it returned to Sydney Raine for execution by Commissioner Dan Wiley the authorized signatory official.

Mel Harris & Associates, Inc. will be responsible for the following as a condition precedent to being paid additional monies under the present contract between Mobile County Consortium, EOPP and Mel Harris & Associates, Inc., wherein Mel Harris & Associates, Inc. are assisting in transitioning EOPP Public Service Employment participants into unsubsidized employment and are assisting in the administrative close-out of the EOPP program:

1. Assure prior to additional payments under the contract that Mel Harris & Associates, Inc. has been successful in transitioning between 15 and 20 per cent of those Employment Opportunity Pilot Program (EOPP) Public Service Employment participants that participate in the job placement assistant activity provided under the contract into unsubsidized employment.

Mr. Mel Harris
May 11, 1981
page 2

2. Make a complete report at the time of request for funding showing the detail justification for such request for funding in accordance with the budget presented in the contract broken down by budget line items as set forth in the budget presented in the contract.
3. Provide orientation to all of those clients referred by the EOP Program who elect to participate and transition out of Public Service Employment (PSE) all of those clients referred to the job placement assistance activity.
4. Over the course of the two week job placement assistance activity provide clients with 13 hours of review and instructions in job seeking skills, job seeking techniques, and job referral assistance.
5. Provide 50 per cent of the clients enrolled for the full 2 week job placement assistance activity with job interviews and make a reasonable effort to assure that all of those who participate are transitionalized into unsubsidized employment.

Most of the above performance standards have been previously set out by you with the exceptions of 1 and 2 above, and these matters were discussed in detail at the EOPP office. If these performance standards as outlined, are acceptable to you, please indicate your acceptance by signing the original and 2 copies that are included on the line below, and return the original and 1 copy to Sydney Raine's office for execution by Commissioner Dan Wiley.

If you have any questions concerning the above, please contact me.

Sincerely,

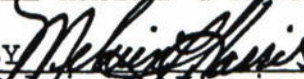

Calvin Clay

CC/mls

Enclosures

AGREED TO BY:

MEL HARRIS & ASSOCIATES, INC.

BY  5/13/81 Date:
Melvin J. Harris, President

MOBILE CONSORTIUM OF CETA

BY _____ Date:
Commissioner Dan Wiley -
Authorized signatory official

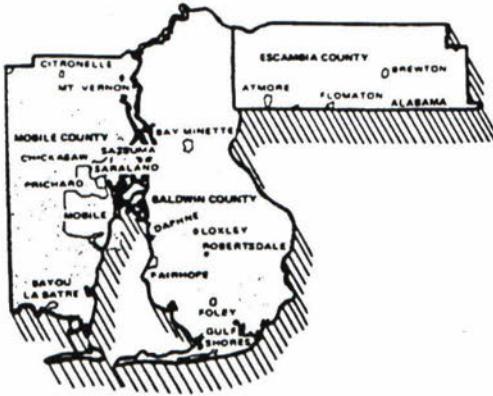
COMPREHENSIVE EMPLOYMENT and TRAINING ACT

(CETA)

MOBILE CONSORTIUM

CITY OF MOBILE, MOBILE, BALDWIN AND ESCAMBIA COUNTIES
(Prime Sponsors)

P.O. BOX A — MOBILE, AL 36601 — (205) 438-7175



April 8, 1981

Mr. Sydney Raine
Director
Mobile Consortium
P. O. Box A
Mobile, Ala. 36601

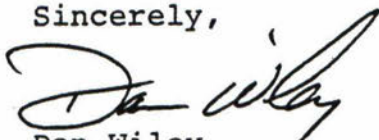
Dear Sydney,

This is to inform you that the Executive Committee of the Mobile Consortium will review and approve the performance standards of Mel Harris and Associates, Inc. in conjunction with the consulting services to be provided in connection with the phase-out of EOPP.

The performance standards will be forwarded to my office for review and approval immediately upon receipt in your office.

Looking forward to an early reply, I am,

Sincerely,


Dan Wiley,
Signatory Official
Mobile Consortium

MEL HARRIS & ASSOCIATES, INC

MANAGEMENT CONSULTANTS

April 3, 1981

Commissioner Dan Wiley
Mobile County Commissioner
P.O. Box 1443
Mobile, Alabama 36601

Dear Commissioner Wiley:

I have attached a proposal and a corresponding budget for consulting services for the Mobile Employment Opportunities Pilot Program (EOPP) for your review and consideration.

Mel Harris and Associates, Inc. will render services to the Mobile Consortium EOP Program for the period beginning April 2, 1981 and ending September 30, 1981. Specifically, the services to be rendered will be for transitioning EOPP Public Service Employment (PSE) participants into unsubsidized employment and Administrative Close-out Technical Assistance.

The payment schedule shall be as follows:

- 1) Ninety-nine thousand four hundred dollars (\$ 99,400) payable upon execution of the contract, and 2) a monthly billing will be submitted to the Mobile Consortium for reimbursement for costs incurred during that period in accordance with the cost categories as outlined in the attached budget.

The total cost for services to be rendered shall not exceed Two hundred ninety-eight thousand two hundred dollars (\$298,200).

Mel Harris and Associates, Inc. appreciates your consideration and assistance.

If you have any questions regarding the proposal, please contact me. If the terms of this letter and attached proposal are acceptable to the Mobile Employment Opportunities Pilot Program

(EOPP), please indicate your acceptance by signing both copies on the line below and returning one copy addressed to my attention.

Sincerely,

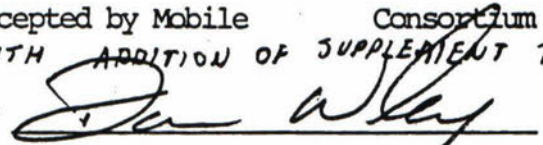
Mel Harris And Associates, Inc.



Melvin J. Harris
President

Accepted by Mobile Consortium
WITH ADDITION OF SUPPLEMENT #

By



Title Signatory Official

Date

cc: Mr. Sydney Raine
Mr. John Hudson

SUPPLEMENT #1

April 2, 1981

It is hereby agreed between Mel Harris & Associates, Inc. and the Mobile Consortium (CETA) that the contract entered into on the 2nd day of April 1981 between the two parties is to be supplemented and this supplement is to be made as much a part of the contract as if it were originally incorporated therein.

It is understood that the payment schedule will be altered in the following respect:

\$99,400 payable upon execution of the contract.

~~Contract entered into on April 2, 1981 between Mel Harris & Associates, Inc. and the Mobile Consortium (CETA) after this initial payment.~~

~~David Mel Harris & Associates, Inc. has submitted performance~~

~~standards including some specifics as to placements~~

~~under the contract and these standards have been in~~

all respects approved by the Mobile Consortium (CETA).

After approval of these performance standards, the payment schedule will continue in accordance with other provisions of the contract but shall not under any circumstance exceed \$298,200.

Mel Harris & Associates, Inc.

Mel Harris
President

Mobile Consortium (CETA)

David W. [Signature]

Signatory Official of the
Mobile Consortium

SCOPE

PURPOSE

To immediately begin to place the Mobile County Consortium EOPP Public Service Employment (PSE) participants into unsubsidized employment by stimulating the transitionalization by current PSE worksites; increasing placement efforts in the private sector; and/or implementing appropriate lay-off procedures.

To provide management and close-out technical assistance to the Mobile County Consortium during the period ending September 30, 1981.

METHODOLOGY

A. TRANSITIONING EOPP PUBLIC SERVICE EMPLOYMENT (PSE) PARTICIPANTS

Mel Harris and Associates, Inc. will implement a strategy to transition in excess of 700 EOPP Public Service Employment (PSE) participants into unsubsidized employment. The activities to be undertaken in this regard include:

1. Setting the Stage

- Identify sites and secure space and equipment;
- Interview and hire local Mobile residents or businesses as support staff;
- Provide orientation and training to support staff in Mel Harris and Associates', Inc. job search design and technique;
- Provide orientation to appropriate EOPP staff as to the nature of the close-out;
- Assist EOPP in identifying and defining staff responsibilities supportive to the transitioning effort;
- Provide group orientation for PSE worksites and assistance in accomodating participant transitioning;
- Assist EOPP in implementing necessary procedures to accomodate smooth transitioning of participants;
- Coordinate an advertising campaign directed to the general public and potential employers;

- Identify participants for site assignment;
- Prepare and provide notification and directives to PSE participants;
- Assist EOPP in developing feed-back mechanism of participant information from the various sites and support staff.

2. Implement PSE Transitioning Model

- Provide orientation to EOPP Public Service Employment (PSE) participants;
- Provide Job Search Assistance to the EOPP Public Service Employment (PSE) participants including:
 - job search techniques
 - job development activities
 - job placement activities
 - job interview follow-up
- Provide EOPP with data and documentation for participant case files.

B. ADMINISTRATIVE AND CLOSE-OUT TECHNICAL ASSISTANCE

Mel Harris and Associates, Inc. will facilitate the planning and administration of the close-out of the EOP Program activities by:

- identifying contingencies around which potential liabilities exist and facilitate policy development and implementation; assessing policy impact;
- facilitating the development, implementation, and maintenance of an overall administrative close-out strategy. This activity will include:
 - the development of a detailed transitional time and activity table which identifies tasks, completion dates and responsibilities;
 - the redefinition of staff roles and responsibilities relative to the time and activity table;
 - the assessment of on-going staff and personnel needs for close-out activities;

- assisting the Mobile County Consortium in the development of a program strategy and design that might be utilized in similar situations wherein a significant number of participants are required to be transitioned or a program component is being phased-down or closed-out.

BUDGET

I. TRANSITIONING PSE PARTICIPANTS

A. SETTING THE STAGE

1. Staff

• Mobile (Hires)		\$38,000
• Minneapolis (Assigned)		
• Principal	32 hours @ \$37.50	1,200
• Senior Researcher	40 hours @ \$27.60	1,104
• Principal Analyst	40 hours @ \$23.10	924
• Staff Analyst	40 hours @ \$21.55	862
• Associates	120 hours @ \$26.50	3,180

2. Space (Three sites) 6,050

3. Equipment Lease 5,500

4. Communications/Telephones 10,000

5. Miscellaneous 2,500

SUB-TOTAL \$ 69,320

B. MODEL DESIGN AND IMPLEMENTATION

1. Design Fixed Cost \$ 65,500

2. Participant Consumables @ \$4.50 each 3,150

3. Staff (Mobile) Consumables 300

4. Printing and Reproduction 1,600

SUB-TOTAL \$ 70,550

C. ADMINISTRATION

1. Staff

• Principal	160 hours @ \$37.50	6,000
• Senior Researcher	200 hours @ \$27.60	5,520
• Principal Researcher	192 hours @ \$23.10	4,435
• Staff Analyst	240 hours @ \$21.55	5,172
• Associates	220 hours @ \$26.50	5,830

SUB-TOTAL \$ 26,957

II. ADMINISTRATIVE AND CLOSE-OUT TECHNICAL ASSISTANCE

1. Staff (Minneapolis) Assigned

• Principal	579 hours @ \$37.50	\$21,713
• Senior Researcher	864 hours @ \$27.60	23,846
• Principal Analyst	748 hours @ \$23.10	17,278
• Staff Analyst	672 hours @ \$21.55	14,482
• Associates	2040 hours @ \$26.50	54,060

SUB-TOTAL	\$131,379
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GRAND-TOTAL	<u>\$298,206</u>
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TOTAL PROJECT (NOT TO EXCEED) \$298,200

BUDGET NARRATIVE

I. Transitioning PSE Participants

A. Setting the Stage

Mel Harris and Sttociates, Inc. Staff from Minneapolis will be coordinating the necessary activities for implementation. These activities will involve approximately 272 person hours at an estimated \$7,270 cost to the contract. The tasks will include interviewing, identifying and hiring appropriate local staff to act as Employer Liaisons (job developers/club facilitators), Employer Relations Representatives, supervisory and clerical staff (\$38,000); seeking, selecting and leasing space for the job seeking activities, \$6,050; securing appropriate equipment and furniture (\$5,500); defining and coordinating telephone and communications equipment (\$10,000); ordering and purchasing miscellaneous supplies (\$2,500).

Total costs for Section A are estimated to be \$69,320.

B. Model Design and Implementation

Mel Harris and Associates, Inc. will be developing a specific approach for the Mobile Consortium's EOPP placement activities for participants currently in Public Service Employment positions.

The approach will include the development of schedules, curriculum, and instruments. This product will become the property of the Mobile Consortium, and may be utilized in similiar situations determined as appropriate by the Mobile Consortium. The cost of the strategy and model design and development is \$65,000.

Consumable supplies for the participants is estimated to be \$4.50 for each and should not exceed \$3,150. These include job seeking instruments which will be employed during the participants job search involvement.

The locally based staff of Mel Harris and Associates, Inc. estimates consumable supplies at \$300.

Printing and reporduction for the facilitation of job club and placement efforts are estimated to be \$1,600.

The total cost of Section B, Model Design and Implementation are expected to be \$70,550.

C. Administration

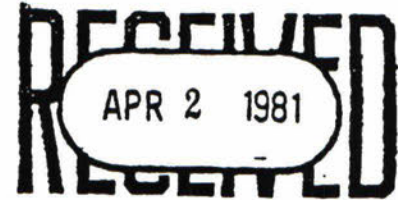
Throughout the job club/placement period, Mel Harris and Associates, Inc. will be providing an intensive on-site administrative capability at an estimated level of 1,010 person hours. The administrative costs will be \$26,957.

II. Administrative and Close-Out Technical Assistance

Mel Harris and Associates, Inc. will, for the entire period of the contract, provide technical assistance to EOPP management and staff relative to program close out. This activity will involve 4903 person hours at an estimated cost of \$131,379. The technical assistance will address the activities outlined in the SCOPE, Section B. of this document.

1-0214610092 04/02/81 ICS WA16614
01156 MTN VA 04/01/81

MBLC



MR SYDNEY RAINE, DIR
MOBILE COUNTY CETA CONSORTIUM
350 N ST JOSEPHS STREET
MOBILE AL 36601

YOUR REQUEST TO MODIFY YOUR EXISTING CONTRACT WITH MEL HARRIS
AND ASSOCIATES THRU SEPTEMBER 30, 1981, IS HEREBY APPROVED. THIS
MODIFICATION WILL BE FOR THE PURPOSE OF PROVIDING JOB PLACEMENT
SERVICES FOR PSE PARTICIPANTS AND TO PROVIDE TECHNICAL ASSISTANCE
IN PROGRAM CLOSEOUT.

CLAYTON J COTTRELL DIR OFFICE OF WELFARE REFORM U S DEPT OF LABOR/
ETA WASH., D.C. 20213.

2342
0043 EST

MMCOMP NGM

Report Of Expenditures

NAME OF CONTRACT. Enter the name and complete mailing address for sub-grantee organization as found on the Contract/Sub-grant Agreement.

CONTRACT NUMBER. This number is assigned by the CETA Fiscal Department. It must be included on each report or form.

CUMULATIVE EXPENDITURES THROUGH. Enter month, day and year of the ending date for period covered. This should be the last day of the month.

CATEGORY

ANNUAL BUDGET. Enter the budget from your sub-contract agreement for each cost listed below. This amount will change only if an official modification is made to this agreement.

1. Cumulative Expenditures Brought Forward. Enter the total (line 5) from the previous reporting period.
2. Actual Payments This Month. Enter the total amount of CETA funds *Payments* ~~accrued~~ during reporting period.
3. Accrual Estimates This Month. Enter estimate of wages and allowances, fringe Benefits, facility cost and unpaid invoices on hand and cost of goods and services received but not yet invoiced.
4. Previous Month's Accrual. Enter the total line 3 from previous reporting period.
5. Total Cumulative Expenditures. (1+2+3-4) Sum of Cumulative Expenditure Actual Payments and Accrual Estimates less Previous month's Accrual.

ADMINISTRATIVE COSTS. Administrative Costs shall consist of all direct and indirect costs associated with the management of the contract. Administrative costs are limited to those used to effectively operate the contract.

1. Facility Cost. Enter amount paid for rental.
2. Utilities. Enter amount for phone, electric, etc.
3. Administrative Salary. Enter amount for staff salaries.

4. Fringes. Health and Life Insurances, Unemployment Insurance, Retirements, etc.
5. Workmen's Compensation. Enter cost of Workmen's Compensation for report period. If prepaid enter prorated amount.
6. Travel. Enter cost for expenses for travel, lodging, subsistence and related items incurred by administration who are in an approved travel status of official business.
7. Other Administrative Cost. Advertising cost, printing, reproduction, office supplies, etc.

ALLOWANCES. A basic allowance is paid to participants for time spent in classroom training.

1. Basic/Incentive. Enter amount paid to participants in reporting period.
2. Workmen's Compensation. Enter cost of Workmen's Compensation for report period. If insurance is prepaid, enter prorated amount.

TRAINING COSTS. Cost for in-service training, customarily provided for staff development which immediately affects program participants in either a work environment or classroom training.

1. Facility Cost. Enter amount for rental costs.
2. Utilities. Enter amount for phone, light, etc.
3. Instructional Salaries. Enter amount for teachers, instructors, and wages.
4. Workmen's Compensation. Enter cost of Workmen's Compensation for report period. If prepaid, enter prorated amount.
5. Fringe Benefits. Enter cost of Health and Life Insurance, Unemployment Insurance, Retirement, etc.
6. Repair Service and Rental of Equipment. Enter cost of service and rental used for training only.
7. Textbooks, Supplies and Material. Enter cost of supplies used for training.
8. Tuition. Enter amount of tuition and entrance fees for instruction costs having a direct and immediate impact on participants.

SERVICES. These costs may include supportive services which directly affect the program participant. Example: child care, health care, counseling, etc.

NAME OF CONTRACT

CONTRACT #

CUMULATIVE EXPENDITURES THROUGH

CATEGORY	ANNUAL BUDGET	CUMULATIVE EXPENDITURE BROUGHT FORWARD	ACTUAL PAYMENTS THIS MONTH	ACCRUAL ESTIMATES THIS MONTH	PREVIOUS MONTH'S ACCRUAL	TOTAL CUMULATIVE EXPENDITURES (1+2+3-4=5)
		1	2	3	4	5
<u>Administrative Costs</u>						
1. Facility Cost						
2. Utilities						
3. Adm. Salary						
4. Fringes						
5. Office Supplies/Postage						
6. Copying, Binding & Dupl.						
7. Adm. Equip./Rental						
8. Travel/Workshop Trng.						
9. Computer Costs						
10. Insurance						
<u>Training Costs</u>						
1. Facility Cost						
2. Utilities						
3. Instructional Salary						
4. Wk. Comp.						
5. Fringes						
6. Equip. Purchase						
7. Repair, Serv. & Rental/Equip.						
8. Textbooks, Supplies/Material						
9. Tuition						
<u>Services</u>						
1. Salaries						
2. Fringes						
3. Assessment Supplies						
4. Travel						
5. Computer usage/Consultant						
6. Facilities						
7. Utilities						
8. Equipment Rental						

TOTALS

ASSURANCES AND CERTIFICATIONS

The applicant also certifies that the information in this application is correct to the best of its knowledge and belief and the filing of this application has been duly authorized.

NEL HARRIS AND ASSOCIATES, INC
Legal Name of Offeror's Organization

(Address)

Melvin Harris
Signature of Offeror's Authorized
Representative

Typed name and title of Authorized
Representative)
Repre

(Date)

1. Wages. Enter amount of salaries used for direct service to a participant.
2. Fringes Benefits. Enter cost of Health and Life or Unemployment Insurance, Retirement, etc.
3. Workmens Compensation. Enter cost of workmens compensation for period covered. If prepaid, enter prorated amount.
4. Costs Not Classified. Please provide an explanation of costs in space below the totals.

OJT. Enter cost for wages paid for On the Job Training.

REQUISITION FOR CETA CASH

Form # 3

Disbursements Projected# From (Date) _____ To (Date) _____ Sub-grant/Contract No. _____ Sub-grantee/Contractor Name _____ _____	Requisition Number _____ Amount Needed _____ \$ _____ Date Needed _____ _____
--	---

1. Total CETA Cash Received to Date	\$ _____
2. Plus CETA Program Income (Cash Received)	_____
3. Equals Total Cash Available ,	\$ _____
4. Total CETA Disbursements to Date	\$ _____
5. Plus Projected Cash Needs*	_____
6. Total Actual and Projected Needs (Line 4 + Line 5)	_____
7. Less: Cash Available (Line 3) \$ _____	
Plus Requisitions in	
Transit (# _____) \$ _____	_____
8. Equals Additional Cash Needed	\$ _____

I certify that, to the best of my knowledge and belief, the information provided above to obtain an advance of CETA cash is correct and that the additional cash received will be disbursed only in accordance with the conditions of the sub-grant/contract.

(Signature of Authorized Official)	(Date Signed)
------------------------------------	---------------

(Typed Name and Title)

*Estimate cash needs for the period indicated above. It is recommended that the cash advance cover projected cash needs of no more than one month.

Form 3

Requisition For CETA Cash

DISBURSEMENTS PROJECTED FROM DATE. Enter beginning and ending dates that requested funds are to cover.

SUB-GRANT/CONTRACT NUMBER. This number is issued by the CETA Fiscal Department and must appear on all correspondence. This requisition will not be paid unless this 3 digit number appears i.e., 390.

SUB-GRANTEE/CONTRACTORS NAME. Enter complete name of sub-grantee as it appears on sub-contract agreement. Also indicate specific group (occupation).

REQUISITION NUMBER. Enter appropriate number of requisition. This shall begin with number 1 and continue consecutively.

AMOUNT NEEDED. Enter dollar amount of funds needed for report period.

DATE NEEDED. Enter last possible date funds may reach your office.

Checks are issued through our Accounts Payable Department on the first of each month. In order to receive payment on this day, it will be necessary for your requisition to be in the CETA Office on the 20th.

1. CETA Cash Received

Enter the total amount of CETA cash advances received. This amount should be cumulative and include all CETA cash advances.

2. CETA Program Income

Enter the total amount of cash received from collections, refunds, and/or miscellaneous receipts of CETA funds received. This amount should be cumulative.

3. Cash Available

Enter the sum of lines 1 and 2.

4. Disbursements

Enter the total amount of actual cash disbursements. This amount should be cumulative.

5. Projected Cash Needs.

Enter the total amount of estimated funds for reporting period. This includes projected wages or allowances, rent, utilities, etc., that are expected to be needed in the period covered.

6. Actual and Projected Needs.

Sum of line 4 and 5.

7. Cash Available/Requisition.

Cash Available - total from line 3 is entered in (1st Sub-Column) plus, requisitions in transit (2nd Sub-Column), the sum should be entered on line 7.

8. Cash Needed.

Line 6 less line 7 should be entered on line 8. This line should correspond with amount needed at the top of form.

This form should be signed in ink and dated when completed.

ASSURANCES AND CERTIFICATIONS

General Assurances

1. The applicant, in submitting this Master Plan assures that it will fully comply with the requirements of the Comprehensive Employment and Training Act, all Federal regulations issued pursuant to the Act, and with its Comprehensive Employment and Training Plan, as approved by the Department of Labor.
2. The applicant, in operating programs funded under the Act, further assures that it will administer its programs under the Comprehensive Employment and Training Plan in full compliance with safeguards against fraud and abuse as set forth in the CETA amendments of 1978 and pursuant Federal regulations, that no portion of its CETA program will in any way discriminate against, deny benefits to, deny employment to or exclude from participation any persons on the grounds of race, color, national origin, religion, age, sex, handicap, or political affiliation or belief; that it will provide employment and training services to those most in need of them, including but not limited to, low-income persons, handicapped individuals, persons facing barriers to employment commonly experienced by older workers, and persons of limited English-speaking ability.

3. Additional Assurances

In administering programs under the CETA of 1973, the applicant assures and certifies that:

- a. It will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352).
- b. It will comply with the requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisition Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and federally-assisted programs.
- c. It will comply with the provisions of the Hatch Act which limit the political activity of certain State and local government employees.
- d. For grants, subgrants, contracts, and subcontracts in excess of \$100,000, or where the contracting officer has determined that orders under an indefinite quantity contract or subcontract in any year will exceed \$100,000, or if a facility to be used has been the subject of a conviction under the Clean Air Act (42 U.S.C. 1857C-3 (c) (1)) or the Federal Water Pollution Control Act (33 U.S.C. 1319 (C)) and is listed by the Environmental Protection Agency (EPA) or is not otherwise exempt, the grantee assures that:
 - (1) no facility to be utilized in the performance of the proposed grant has been listed on the EPA List of Violating Facilities; (2) it will notify the RA, prior to award, of the receipt of any communication from the Director, Office of Federal Activities, U. S. Environmental Protection Agency,

ADDITIONAL ASSURANCES AND CERTIFICATIONS

- A. Performance. The sub-grantee/contractor assures that sub-agreement performance will be in accordance with the statement of work and within the period of this sub-agreement as described herein. The sub-grantee/contractor further assures that he will comply with all applicable laws, ordinances, charters, and regulations embraced in this sub-agreement.
- B. Delivery. It is understood and agreed by and between the parties to this sub-agreement that the work is to be done to the satisfaction of the prime sponsor; that he or his designee will interpret all reports and will decide the acceptability and progress of sub-agreement work; that he or his designee will decide the amount, classification and quality of kinds of work to be performed, and the amounts to be paid under this sub-agreement; that the prime sponsor will be the sole judge of the validity and the acceptability of claims, if any, made by the sub-grantee/contractor for extra payment, and the prime sponsor's decisions will be final, conclusive and binding on the parties concerned.
- C. Hold harmless. The sub-grantee/contractor shall hold and save the Prime Sponsor, its officers, agents and employees harmless from liability of any nature of kind, including costs and expenses, for or on account of any suits or damages of any character whatsoever resulting from injuries or damages sustained by any persons or property resulting in whole or in part from the negligent performance or omission of any employee, agent or representative of the sub-grantee/contractor.
- D. Provision of Funding. 1. If the CETA funds anticipated to be received by the prime sponsor, under which this sub-agreement is funded, are suspended or terminated in whole or in part, funding for this sub-agreement shall cease. 2. Unearned payments under this sub-agreement may be suspended or terminated upon refusal to accept any additional conditions that may be imposed by the Department of Labor and/or the prime sponsor at any time.
- E. Bonding. Prior to initial disbursement of funds to the sub-grantee/contractor, the prime sponsor shall receive a statement from the sub-grantee/contractor or its insurer assuring that all persons handling funds received or disbursed under the sub-agreement are covered by a fidelity bond in an amount equal to the maximum that the sub-grantee/contractor can have on hand. If the bond is canceled or reduced, the sub-grantee/contractor shall immediately notify the prime sponsor.

indicating that a facility to be utilized for the grant is under consideration to be listed on the EPA List of Violating Facilities; and (3) it will include substantially this assurance, including this third part, in every non-exempt subgrant, contract, or subcontract.

- F. Time Cards. All time cards will be handled by the sub-grantee in accordance with the outlined procedures contained in the attachment. Any expense or liability incurred as a result of non-compliance to these aforementioned procedures will not be the responsibility of the Prime Sponsor.
- G. Records. 1. The sub-grantee/contractor will submit reports as required by the prime sponsor and will maintain records and provide access to them as necessary for the prime sponsor's review to assure that funds are being expended in accordance with the purposes and provisions of this sub-agreement.
2. The sub-grantee/contractor will maintain an official sub-agreement file which contains at least the signed sub-agreement and any modifications to it.
- H. Sub-Contracting. None of the work or services covered by this sub-agreement shall be sub-contracted without the prior written approval of the prime sponsor. Any work or services sub-contracted hereunder shall be specified by a written sub-contract.
- I. Conflict of Interest. The sub-grantee/contractor assures that no person under its employ who presently exercises any functions or responsibilities in connection with the prime sponsor or the CETA funded projects or programs has any personal financial interest, direct or indirect, in this sub-agreement, nor will the sub-grantee/contractor hire any person having such conflicting interest.
- J. Monitoring, evaluation, and audit. The sub-grantee/contractor agrees to cooperate with any monitoring, evaluation, and/or audit conducted by the prime sponsor, Department of Labor, Comptroller General, or their designees.
- K. Modifications.
1. The sub-grantee/contractor agrees to submit a written modification prior to changing any budget line item or participant service level.
 2. The prime sponsor agrees to make any changes in this sub-agreement only through a written modification.
 3. All modifications initiated by the sub-grantee/contractor will be bilateral.
- L. Termination. The performance of work under this sub-agreement may be terminated by the prime sponsor in whole or in part for either of the two following circumstances:

1. Termination for convenience. Either the prime sponsor or the sub-grantee/contractor may request a termination for convenience.
 2. Termination for cause. The prime sponsor may terminate this sub-contract when it has determined that the sub-grantee/contractor has failed to provide any of the services specified or comply with any of the provisions contained in this sub-agreement. If the sub-grantee/contractor fails to perform in whole or in part under this sub-agreement or fails to make sufficient progress so as to endanger performance, the prime sponsor will notify the sub-grantee/contractor of such unsatisfactory performance in writing. The sub-grantee/contractor will respond with a plan agreeable to the prime sponsor for correction of the deficiencies. If the sub-grantee/contractor does not respond within an appropriate time, or respond with appropriate plans, the prime sponsor will serve a termination notice on the sub-grantee/contractor. In the event of such termination, the prime sponsor shall be liable for payment only for services rendered prior to the effective date of the termination, provided that such services performed are in accordance with the provisions of this sub-agreement.
- M. Bank Account. The operating agency shall maintain all monies from this sub-agreement in a numbered bank account.
- N. Property. 1. All purchases for consumable supplies or materials, capital equipment and/or services made pursuant to this sub-agreement shall be made by purchase order or by written contract. 2. The sub-grantee/contractor will follow the provisions of Federal Management circular 74-7, Attachment N, or to the MA Property Handbook for Contractors, whichever is applicable, for all acquisition of property with prime sponsor funds. 3. The sub-grantee/contractor will obtain advance written approval from the Prime Sponsor for the purchase of property not specified in the budget of this contractual agreement. 4. Titles of all materials and non-expendable supplies purchased under this sub-agreement rests with the Prime Sponsor.
- O. Method of Compensation. Payment will be made to the sub-contractor on an advancement basis computed on projected expenditures for specified services performed in compliance with the terms of this contract.
- P. Personnel.
- a. The sub-contractor represents that he has or will secure at his own expense all personnel required in performing the services under this subgrant. Such personnel shall not be employees of or have any contractual relationship

P. a. (Cont'd.)

with the Prime Sponsor.

- b. All the services required hereunder will be performed by the sub-contractor or under his supervision and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under state and local law to perform such services.
- c. None of the work or services covered by this sub-contract shall be contracted out by the sub-contractor.
- d. Each sub-contractor must furnish the Prime Sponsor with a copy of his personnel policy.
- Q. Refunds. The sub-contractor agrees to refund the Prime Sponsor any payment or portions of payment which the Prime Sponsor determines were not properly due to the sub-contractor under the terms of this sub-contract.
- R. Project Close Out. The sub-contractor agrees to provide the Prime Sponsor with any and all fiscal records relative to the fiscal operation of this agreement at least one week prior to the termination of this sub-contract either for cause, convenience or termination of funding sources or before expiration date of this sub-contract. Said fiscal records shall be accompanied with a request for funds covering outstanding payables in order that the Prime Sponsor may effectively complete an audit of all accounts to incur proper liquidation.
- S. Inventory. A monthly inventory of supplies and equipment purchased under this agreement will be sent to the Inventory Officer of Mobile Consortium.
- T. Rights and Responsibilities. For entry into this activity all participants will be informed of their rights and responsibilities as a participant under a CETA sub-contractor. After verbal orientation, the participant will be required to sign an assurance acknowledging their understanding of such rights and responsibilities. The Rights and Responsibilities package utilized by the sub-contractor under this agreement must receive prior approval by the Training Specialist of Mobile Consortium before utilization in this orientation process.
- U. Reporting Requirements. The Sub-contractor assures that it will comply with all reporting requirements of Mobile Consortium. Its reporting requirements are contained within this agreement, but the Prime Sponsor reserves the right to alter such reporting requirements in any manner and to request any new reporting requirements it deems necessary under this agreement.

Mobile Contract Modification

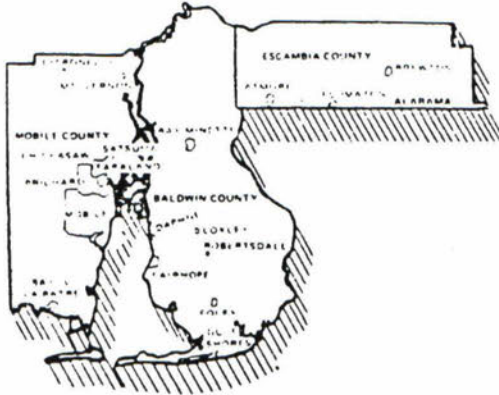
COMPREHENSIVE EMPLOYMENT and TRAINING ACT

(CETA)

MOBILE CONSORTIUM

CITY OF MOBILE, MOBILE, BALDWIN AND ESCAMBIA COUNTIES
(Prime Sponsors)

P.O. BOX A — MOBILE, AL 36601 — (205) 438-7175



May 20, 1981



Mr. Mel Harris
Mel Harris & Associates, Inc.
3226 Nevada Avenue North
Crystal, Minnesota 55427

RE: Contract-EOPP Phase Out

Dear Mr. Harris:

As a result of information that has come to my attention within the past three or four weeks and information that was acquired during our meeting on 20 May I would like for you to take a more responsible position in the EOPP phase out.

I am greatly concerned about the weaknesses that exist in the current EOPP operation and specifically about the inadequate filing system that is presently in place. Since you are under contract to assist in the phase out of the EOPP Program in the Mobile Consortium I would like for you to take a more responsible role in assisting the EOPP staff in correcting as many programmatic deficiencies as possible prior to the conclusion of the contractual obligation.

To assist you in this endeavor I am asking that the CETA Director and his entire staff including the entire EOPP staff give you their full cooperation. I would like for you to feel free in this effort to assign and reassign EOPP staff members as you from time to time may find necessary. I would like for you to also have the authority to recommend disciplinary action and termination of EOPP staff members with my prior approval as it is necessary for such action to be taken. Further, I would like to personally receive a copy of all your reports and correspondence pertaining to the EOPP close out.

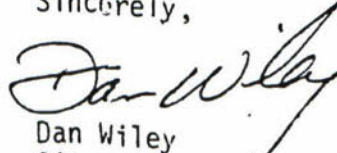
I have asked Sydney Raine, the CETA Director to call a staff meeting to make sure that all of the necessary personnel understand the newly defined role within the EOPP and the authority that this role carries with it.

Page Two (2)
May 20, 1981

Please understand that this new responsibility and authority is not intended to usurp the authority of any of the present CETA staff members and only pertains to the EOPP phase out operation.

Please call me if you have any questions concerning the above request and keep me advised of any important developments.

Sincerely,



Dan Wiley
Signatory Official
Mobile Consortium

DW/dth