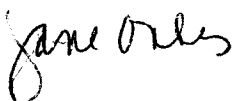


<b>EMPLOYMENT AND TRAINING ADMINISTRATION</b> <b>ADVISORY SYSTEM</b> <b>U.S. DEPARTMENT OF LABOR</b> <b>Washington, D.C. 20210</b>	<b>CLASSIFICATION</b> WIA/Youth
	<b>CORRESPONDENCE SYMBOL</b> OWI-DYS
	<b>DATE</b> July 13, 2010

**ADVISORY:** TRAINING AND EMPLOYMENT GUIDANCE LETTER NO. 2-10

**TO:** STATE WORKFORCE AGENCIES  
STATE WORKFORCE LIAISONS  
STATE WORKFORCE ADMINISTRATORS  
STATE AND LOCAL WORKFORCE INVESTMENT BOARDS  
ALL YOUTHBUILD GRANTEES

**FROM:** JANE OATES  
Assistant Secretary



**SUBJECT:** Clarification on the Use of YouthBuild Funds Provided by Separate Year Funding Appropriations

**1. Purpose.** To clarify the use of YouthBuild funds expended under the Program Year (PY) 2007 grant awards, PY 2008 grant awards, and PY 2009 grant awards.

**2. References.**

- Workforce Investment Act of 1998, as amended (29 U.S.C. 2801 et seq.) (WIA).
- YouthBuild Transfer Act (PL 109-281)( September 2006).
- Notice of Availability of Funds and Solicitation for Grant Applications (SGA) for YouthBuild Grants, 73 Fed. Reg. 58653-59667 (October 7, 2008).

**3. Background.** The Department of Labor (DOL) first awarded grants to organizations to operate YouthBuild programs in PY 2007. These organizations were funded in 2007 for two years of core program services and one year of required follow-up, to include supportive services and tracking of participant outcomes. Many YouthBuild programs received a new grant award in PY 2009 to fund a separate grant cycle of two years of program services and one year of required follow-up. YouthBuild programs receiving 2009 grants were expected to have youth enrolled and in services by January of 2010. This information is to clarify the use of funds and enrollment of youth in the 2009 program cycle for those YouthBuild grantees who received a grant in 2007 or 2008, and then received another YouthBuild grant award in 2009.

**4. Enrollment of Youth.** Most YouthBuild grants awarded in 2007 have provided two years of program services and are now providing the one year of follow-up services to their program graduates. Due to a delayed start-up period or a longer program cycle, a YouthBuild program funded under the 2007 grant may still be providing core academic and occupational program

<b>RESCISSIONS</b> None	<b>EXPIRATION DATE</b> Continuing
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services to youth. The 2007 YouthBuild grants should have at least 5% of total grant funds available per the SGA to provide the required follow-up services (73 Fed.Reg. 58655).

If the organization has also received a 2009 YouthBuild grant, they must have a new and separate program cycle up and running with new and separate participants. **Youth enrolled and served with 2007 grant funds may not be served with any portion of 2009 funds.** If a youth dropped out of the 2007 or 2008 grant program for any reason prior to completion or graduation from the program and was removed (exited) from DOL's Web-based Case Management and Performance System, then he/she could be considered a new enrollee in the 2009 grant cycle. However, if a participant is still being actively served by the program through enrollment in the 2007 or 2008 grant cycle, that participant cannot be served with any grant funds from the 2009 grant cycle nor can the youth be enrolled as a distinct participant within the 2009 grant award cycle.

It is the responsibility of the grantee to coordinate the cost allocation and budgetary tracking necessary to run programming for two separate groups of youth participants simultaneously if necessary and to ensure that funding for each program is accounted for separately and appropriately within each grant award. The grantee is responsible for separately tracking each grant award. The grantee must provide separate financial (ETA 9130), quarterly performance, and narrative reports covering the participants served under each grant award.

**5. Inquiries.** Questions on this Training and Employment Guidance Letter (TEGL) may be addressed to Anne Stom, Division of Youth Services, OWI, at 202-693-3377 or [stom.anne@dol.gov](mailto:stom.anne@dol.gov).