

Strengthening Community Colleges (SCC) Training Grants Performance Reporting Handbook

Performance Reporting Guidance for:

- **SCC Performance Policy**
- **Joint Quarterly Narrative Performance Report (QNR)**
- **SCC Customized Performance Outcomes**
- **Quarterly Performance Report (QPR)**

Prepared By:

**United States Department of Labor
Employment and Training Administration
Office of Workforce Investment
Division of Strategic Investments**

VERSION 1.2 – September 2024

Most Recent Updates

- [Participant Case Files \(pg.22\)](#)
- [QNR Attachment \(pg 23\)](#)

Table of Contents

Section I – Performance Reporting Policy Guidance	6
1.1 Quarterly Progress Reports	6
1.2 Reporting Due Dates and Quarterly Reporting Cycle	6
1.3 DOL Performance Reporting System – Workforce Integrated Performance System (WIPS).....	7
1.4 WIPS Access	8
Section II – Joint Quarterly Narrative Performance Report	8
2.1 SCC Customized Outcome Measures	9
2.2 Guidance for Reporting Customized Outcome Measures	9
2.3 Submitting a QNR in WIPS	9
Tips for creating a zip file	10
Section III – DOL ETA Quarterly Performance Report (QPR)	11
3.1 DOL ETA Quarterly Performance Report	11
3.2 Participant Training and Employment Tracking and Reporting	11
3.3 DOL Demo Participant Information Record Layout (PIRL) Schema for SCC Grants	11
3.4 Guidance for Generating and Certifying a Quarterly Performance Report (QPR) ...	18
SECTION V: Workforce Innovation and Opportunity Act (WIOA) Primary Indicators of Performance..	19
4.1 WIOA Primary Indicators of Performance	19
4.5 RECORD RETENTION REQUIREMENTS	21
ATTACHMENT 1: QUARTERLY NARRATIVE PERFORMANCE REPORT	23
ATTACHMENT 2: SCC Round 1 Customized Outcome Measures	31

2.1 Capacity-Building Customized Outcome Measures (SINGLE INSTITUTIONS)	31
2.4 Systems Change Outcome Measures (CONSORTIUM GRANTEES).....	31
ATTACHMENT 3: CUSTOMIZED OUTCOMES REPORT – SUGGESTED TEMPLATE	33
ATTACHMENT 4: SCC PERFORMANCE REPORTING DEFINITIONS & GLOSSARY	37
ATTACHMENT 5: PARTICIPANT COHORT PERFORMANCE OUTPUTS AND OUTCOMES	38
ATTACHMENT 6: DOL DEMO PIRL SCHEMA QUARTERLY PERFORMANCE REPORT (QPR).....	39
ATTACHMENT 7: SCC QPR OUTCOME MEASURE DEFINITIONS AND AGGREGATION RULES	41
ATTACHMENT 8: SCC PERFORMANCE MEASURES, DEMO PIRL QPR AND RELATED PIRL.....	51

INTRODUCTION

Strengthening Community Colleges (SCC) grantees are required to submit quarterly progress reports to the United States Department of Labor (DOL or the Department), Employment and Training Administration (ETA), to comply with legislative reporting and record keeping requirements of the grant Funding Opportunity Announcement (FOA) and grant award.¹

SSC grants are authorized under Section 169(c) of the Workforce Innovation and Opportunity Act (WIOA). See also Title I of Division A of Pub. L. 116-94.

This performance handbook provides performance policy guidance and technical assistance. The following sections provide an overview of each section of the handbook:

Section I – Performance Reporting Policy Guidance

This section describes the overall performance reporting guidance for SCC grantees, including core requirements for submitting the Quarterly Progress Report, reporting due dates along the quarterly reporting cycle, and an introduction to the DOL Performance Reporting System – Workforce Integrated Performance System (WIPS), including how to access WIPS.

Section II: Joint Quarterly Narrative Performance Report (QNR)

This section describes the Joint Quarterly Narrative Performance Report (QNR). A QNR is a written qualitative report that reflects grant program activities that occurred during the reporting quarter. Additionally, SCC grantees are required to provide target outcomes and provide a quarterly report on the status of customized outcomes as defined in the FOA. This report is a supplement to the QNR, and ETA will provide a suggested template for grantees to use, or grantees may choose to use their own template as a supplement to the QNR. Grantees submit the QNR and the customized outcomes report in WIPS.

Section III: Quarterly Performance Report (QPR)

This section provides information on the Quarterly Performance Report (QPR), which is required for SCC grantees reporting on selected participant cohorts identified in their Statement of Work (SOW). The QPR is an aggregate summary of participant-level data records. WIPS generates this form using participant-level data files submitted quarterly by each grantee. This section provides instructions and tips for collecting and tracking participant-level data. (**Note:** SCC Round 1 Consortium Grantees are exempt from this requirement.)

¹ SCC FOA <https://www.dol.gov/sites/dolgov/files/ETA/skillstraining/SCC-FOA-ETA-20-07.pdf>.

SECTION V: Workforce Innovation and Opportunity Act (WIOA) Primary Indicators of Performance

For the purposes of aligning SCC grant reporting requirements with WIOA, SCC grantees will report on the WIOA primary indicators of performance.

For technical assistance, the [SCC Grants Performance Reporting Resource](#) page on Workforce GPS is the go-to site for all things related to performance reporting for SCC grants. The page offers links to key policy guidance documents and TA resources such as webinars, tutorials, sample files, and FAQs.

Section I – Performance Reporting Policy Guidance

1.1 Quarterly Progress Reports

The Quarterly Progress Report assists DOL in tracking grant activities and outcomes and providing a snapshot of grant-funded activities for the current quarter and cumulative quarters throughout the grant period of performance. The report contains updates on the implementation and progress specified in the grant's SOW, the status of grant performance outcomes, and participant-level outcomes for grantees that are reporting the selected cohort of participants enrolled in training. DOL will produce a summary of SCC grants' quarterly performance activities using qualitative information from the QNR and the Customized Outcomes Report template, and quantitative data from the QPR.

A Quarterly Progress Report may contain both a Joint **Quarterly Narrative Performance Report (QNR)** and a **Quarterly Performance Report (QPR)**. The QNR includes a customized outcomes report to supplement the capacity building and systems-change progress narrative. A QPR is required for those grantees reporting against a selected cohort of participants.

Final Progress Reports

SCC grantees are required to submit a Final Progress Report at the end of the performance period. The QPR and QNR submitted for the last reporting quarter at the end of the grant will serve as the grant's Final Progress Reports. The final QNR must summarize project activities, employment outcomes, other deliverables, and related results of the project and thoroughly document the grantee's training approaches during the entire performance period.

1.2 Reporting Due Dates and Quarterly Reporting Cycle

Quarterly Reporting Deadlines

Quarterly Progress Reports are due to DOL **no later than the 15th of the following month** after the end of each reporting quarter. The table below provides the due dates for each reporting

quarter. Reports not submitted by the due date will be considered late and not in compliance with grant requirements.

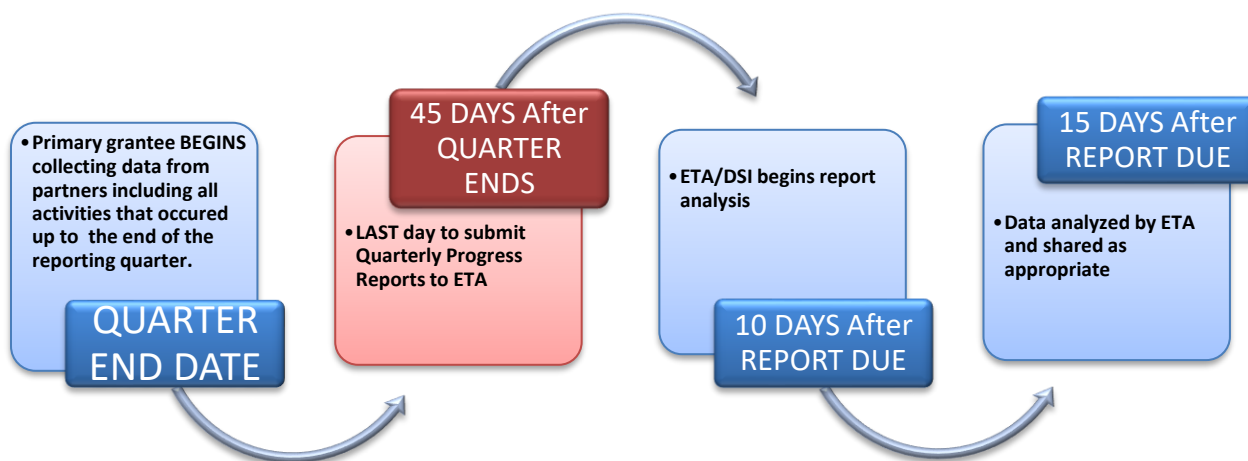
Table 1: Quarterly Progress Report Deadlines

Report Activities Occurring Between	Quarter End Date	Progress Report Due Date
January 1 – March 31	March 31	May 15
April 1 – June 30	June 30	August 15
July 1 – September 30	September 30	November 15
October 1 – December 31	December 31	February 15

** Should the due date of the report fall on a Saturday, Sunday, or holiday, grantees are encouraged to submit their report on the previous business day of the reporting deadline.*

Quarterly Reporting Cycle Flow Chart

FIGURE 1: Reporting Cycle Flow Chart



1.3 DOL Performance Reporting System – Workforce Integrated Performance System (WIPS)

DOL uses the web-based reporting system WIPS for SCC grantees to submit the Quarterly Performance Report (QPR) and the Quarterly Narrative Report (QNR). WIPS is an online, password-protected system that allows grantees to:

1. Submit a csv data file of all participants served to date;
2. Verify that data is correct using a series of logic and validation checks;

3. Generate and certify the Demo PIRL QPR for SCC Grants using aggregation rules;
4. Generate and certify an SCC QNR in WIPS; and
5. Submit an updated customized outcomes report.

1.4 WIPS Access

ETA issued SCC grantees access to WIPS for one grant staff: the Grant Authorized Representative. Grant authorized representatives may also request an additional WIPS account, which allows the user to upload and edit performance data and QNRs in WIPS. However, only the authorized representative may certify and submit the QPR and QNR each quarter.

Login.gov is a secure sign-in service used by the public to sign in to participating government agencies. This change is part of a government-wide initiative to upgrade all public access to Federal online systems to include multifactor authentication and encryption and improve online security.

Grantees that currently have a WIPS account and have an established Login.gov account should use the [Login.gov User Guide](#) and follow steps 1 through 6. This revised process will link the current WIPS account user to Login.gov and ensure grantees can continue to utilize the system. **Note:** After January 15, 2022, grantees that have not migrated their accounts over to Login.gov will not be able to access WIPS until a Login.gov account is created.

Grantees that do not have a current WIPS account or a Login.gov account, **should follow all of the steps in the User Guide (1 through 17)** to gain access. If grantees need further assistance with their password or user account, they should contact the WIPS [Technical Assistance Request Link](#).

Section II – Joint Quarterly Narrative Performance Report

All SCC grants will submit the Joint Quarterly Narrative Performance Report (QNR). The Employment and Training Administration (ETA) uses the information provided in the QNR to monitor the grant's progress and identify promising practices and challenges to grant implementation. Grantees can also report grant program highlights and identify technical assistance needs from the latest reporting quarter. Grantees are required to use the OMB-approved QNR. See Attachment 1: The [Joint Quarterly Narrative Performance Report \(ETA-9179\)](#).

The report provides updates on the implementation and progress specified in each grant's SOW. It is a qualitative report of grant activities that occurred during the reporting quarter, which includes a status update on program activities, events and partnership successes or hurdles that affect grant programs during the reporting quarter.

- Grantees are required to use the Office of Management and Budget (OMB)-approved QNR template.

- Grantees can also use the QNR to report additional information about their selected participant cohorts that are not reported using quantitative data alone (Round 1 SCC consortium grantees are exempt from reporting participant data).

2.1 SCC Customized Outcome Measures

Enhancing sector-based career pathways offers a unique opportunity for SCC partners to improve strategies for measuring the impact of efforts across programs and institutions. Measuring the effects of a sector-based career pathways initiative will support partners' efforts to improve program design and communicate to stakeholders the value of their investments. All grantees will capture and report on data that seek to measure progress toward the initiative's key outcome targets, as aligned with the employer sector(s) and career pathway(s). The outcomes must flow from the assessment approach in the logic model using evidence-based theory of change and logic model for designing and managing their projects.

The SCC FOA provides policy guidance on the Customized Outcomes that grantees will collect and report. *Attachment 2: SCC Customized Outcome Measures*. The customized outcome targets (and the related outputs, milestones, and deliverables in the work plan) form the basis of the DOL's assessment of grantee performance. Progress against the stated outcomes targets and work plan activities and deliverables are reviewed quarterly for technical assistance purposes and annually for monitoring and compliance purposes.

2.2 Guidance for Reporting Customized Outcome Measures

Recognizing that the customized outcomes are generally qualitative in nature to describe the impact of the SCC grant projects to build capacity (single institution grantees) and change systems (consortium grantees), grantees have the flexibility to select from the following options to determine how they plan to report on these performance measures:

Option 1: CUSTOMIZED OUTCOMES REPORT – SUGGESTED TEMPLATE

Grantees can use the suggested DOL Customized Outcomes Report (COR) template. *Attachment 3: Customized Outcomes Report - Suggested Template*. Sections Part A – D include a description of each column to provide context on the information indicated in each column/row.

Option 2: CUSTOMIZED OUTCOMES REPORT – UNIQUE TO EACH GRANTEE

Grantees can design their own unique performance report templates if the DOL template does not meet their needs.

2.3 Submitting a QNR in WIPS

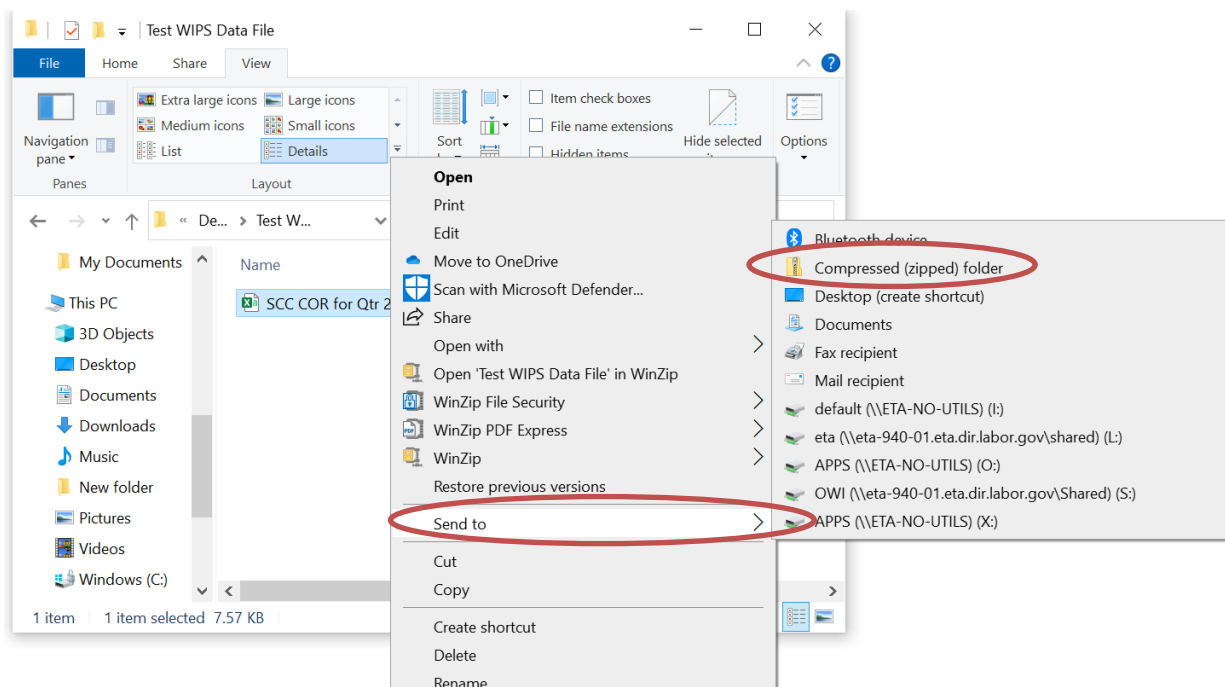
Each grant program will submit their QNR directly into WIPS using their WIPS account. The online form is identical to the OMB-approved Joint Quarterly Narrative Performance Report

Template (ETA-9179). Grantees should enter narrative responses into the form using the fields provided in WIPS. Best practice includes the preparation of a separate document using the OMB-approved QNR from which narrative responses are then pasted into the corresponding form fields provided in WIPS. Once a grantee has completed the QNR and has verified that the information is accurate, they should indicate that the report is final by selecting the “Certify” button on the QNR. Certifying the report indicates that the grantee’s authorized representative certifies that the data submitted is complete, true, and accurate to the best of his or her knowledge. Grantees may also submit up to five supplemental documents (in Word, pdf, or zipped format) to support their QNR submission.

The COR is uploaded as an additional document in the QNR tab of WIPS. This document should be a zip file containing the COR Excel spreadsheet.

Tips for creating a zip file

- Locate the file you want to zip.
- Press and hold (or right-click) the file, select (or point to) Send to, and then select Compressed (zipped) folder.
- A new zipped folder with the same name is created in the same location.



Section III – DOL ETA Quarterly Performance Report (QPR)

3.1 DOL ETA Quarterly Performance Report

A QPR is an aggregated report of quarterly SCC performance measures and WIOA primary indicators of performance. The Workforce Integrated Performance System (WIPS) generates the QPR through participant-level data files and creates a snapshot of the grant's progress to date. The DOL Demo QPR is required for SCC grantees to track their selected cohort of students. The Demo QPR will report participant outcomes resulting from program activities cumulative grant-to-date. It is a quantitative report that aggregates all participant records that the grantee has collected and uploaded as a data file into the WIPS system.

Please see **Attachment 6: Demo PIRL Quarterly Performance Report (QPR)** and **Attachment 7: SCC QPR OUTCOME MEASURE DEFINITIONS AND AGGREGATION RULES** for further guidance on generating the quarterly performance report.

3.2 Participant Training and Employment Tracking and Reporting

While SCC grants are capacity-building grants, an important aspect of capacity building at community colleges is collecting and reporting on participant outcomes, such as program enrollment, credential attainment, and employment outcomes. Participant performance outcomes can also contribute to proof of concept and contribute to the body of evidence for SCC grants. Thus, some grantees are required to track eight participant outputs and outcomes for a selected cohort of students throughout their grant performance period.

The SCC FOA provides policy guidance on the performance measures that grantees will use to collect and report participant data. Attachment 5 provides the Performance Outcome Measures for SCC Round 1 grantees awarded on February 1, 2021.

Grantees are not required to provide targets for these outputs and outcomes, nor will ETA use this information to monitor grantee performance; however, ETA will use this information for the purposes of technical assistance.

3.3 DOL Demo Participant Information Record Layout (PIRL) Schema for SCC Grants

The Demo PIRL Schema identifies data elements that grantees are required to collect about each selected cohort of participants served using grant funds. Each PIRL data element includes a number, name, field type and length, definition and instruction, and code values.

There are several PIRL data elements unique to SCC grantees to report participant-level outcomes. The tips below provide further guidance on how to use these key PIRL data elements for reporting purposes.²

Reporting SCC Grant Program

PIRL 105 Special Project ID is used to designate demonstration grants in WIPS. SCC grantees will use the code value DEM1111 for PIRL 105.

PIRL 106 Special Project ID is used to designate the specific SCC Grant Program and round in WIPS. SCC Round 1 grantees should use SCC1111, SCC Round 2 should use SCC2222. PIRL 107 will be left blank.

Reporting Eligible Participants

When students first enroll in the selected cohort program of study, grantees must determine if the student is an incumbent or non-incumbent participant. This will inform how to report participants for employment-related outcome measures. Eligible SCC grant participants are dislocated workers, new entrants to the workforce, or incumbent workers. Reporting on their employment status is important because this PIRL data element is used to inform other PIRL data elements.

New Entrants to the Workforce refer to those who have never worked before or have been out of the workforce for a long enough time as though they are entering the workforce for the first time. This may include, but is not limited to, long-term unemployed individuals and formerly incarcerated individuals. Also eligible are youth who are enrolled in their junior or senior year of high school/secondary school and could be employed before or within six months after the grant life cycle end, and youth who have dropped out of school and are seeking their first full-time job.

Dislocated workers refer to individuals who were terminated or laid-off or have received a notice of termination or lay-off from employment; or were self-employed but are now unemployed, as well as other individuals defined in WIOA Sec. 3(15).

Incumbent workers refer to individuals who are employed (with any employer) but need training to secure full-time employment, advance in their careers, or retain their current occupations. This includes low-wage and medium-wage workers who need to upgrade their skills to retain employment or advance in their careers, and workers who are currently working part-time.

PIRL 400 EMPLOYMENT STATUS AT PROGRAM ENTRY (WIOA)

² This section does not describe all the PIRL data elements that grantees are required to include in their data file upload in WIPS. See [Tab 2](#) of 2021 PIRL Demo Schema for SCC grants for a list of all required data elements and their code values.

This PIRL data element is one of the data elements used to report a participant's employment status at the time of enrollment in the grant program. This data element is used to calculate the employment status of all participants served through the SCC grant as either employed or unemployed. Dislocated workers and new entrants to the workforce are unemployed workers reported by using the code value 0 in PIRL 400. Incumbent workers are employed workers reported by using code value 1.

PIRL 907 RECIPIENT OF INCUMBENT WORKER TRAINING

When determining participant eligibility, SCC grants should apply the definition of incumbent workers as indicated in their grant FOA. Participants determined as incumbent workers and enrolled in incumbent worker training are reported as code value 5 = DWG funded grant in **PIRL 907 Recipient of Incumbent Worker Training**.

Reporting Program Participation

PIRL 900 DATE OF PROGRAM ENTRY (WIOA)

Date of Program Entry refers to the date on which an individual becomes a participant upon determination of eligibility and begins to receive grant-funded services. For SCC grants, grant-funded services may include but are not limited to receiving assessment and case management services and/or enrollment in the SCC training program. The date of program entry may or may not be the same date that an individual begins training, depending on whether the individual received other grant-funded services prior to beginning training.

PIRL 901 DATE OF PROGRAM EXIT

SCC participants are exited from the program when they have not received any services funded by the program for 90 consecutive calendar days and are not scheduled for future services.

The date of exit is applied retroactively to the last day on which the individual received a service funded by the program. PIRL 901 (Date of Program Exit) is used to collect and report the date of exit.

For exit-based performance measures (WIOA Primary Indicators of Performance), the quarter for tracking these measures is determined by the quarter in which the date of exit occurs.

(EXAMPLE: If the date of exit is between January 1 and March 31, the first quarter after exit would be April 1 through June 30).

Tips: PIRL 901 should not be reported before the 90 days have elapsed. This data element requires a lookback each quarter of all participants who have not received any services or training in the past 90 days and are not scheduled for any future services.

Do not report an exit date in the future or a date prior to the 90th day since services or training were received.

Reporting Social Security Numbers

Social Security Numbers (SSNs) are used to calculate most of the WIOA primary performance indicators on behalf of grantees by matching them with UI wage records provided through the Common Reporting Information System (CRIS). Grantees are required to request SSNs from every grant participant. However, an individual does not have to disclose their SSN in order to receive grant-funded services.

PIRL 2700 Social Security Number: A social security number (SSN) is required for all SCC grant participants that receive grant-funded services. Grantees should enter a valid SSN for PIRL 2700. Grantees should never report a false SSN. Grantees should enter a code value of 999999999 for PIRL 2700 when reporting eligible participants who choose not to disclose their SSNs.

Reporting Program Enrollment and Program Completion

PIRL 1811 DATE ENROLLED DURING PROGRAM PARTICIPATION IN AN EDUCATION OR TRAINING PROGRAM LEADING TO A RECOGNIZED POST-SECONDARY CREDENTIAL OR EMPLOYMENT (WIOA)

This PIRL data element is used to report if a participant was enrolled during program participation in an education or training program that leads to either a recognized post-secondary credential, including a secondary education program, or training program that leads to employment.

PIRL 1813 DATE COMPLETED DURING PROGRAM PARTICIPATION IN AN EDUCATION OR TRAINING PROGRAM LEADING TO A RECOGNIZED POST-SECONDARY CREDENTIAL OR EMPLOYMENT (WIOA)

This PIRL data element is used to report overall program completion for a participant and should not be reported until all of the planned training components (e.g., **PIRL 1302 Training #1**, **PIRL 1309 Training #2**, and **PIRL 1314 Training #3**) have been completed.

Reporting Training Outcomes

SCC grantees have several PIRL data elements to report training activities. SCC grants share WIOA PIRL data elements to report dates for Training #1, #2, and #3.

PIRL 1300 RECEIVED TRAINING (WIOA)

Record if the participant has received training services.

Table 2. Reporting Training Outcomes (WIOA Data Elements)

DATA ELEMENT NAME	DATA ELEMENT DEFINITIONS/INSTRUCTIONS	TRAINING ACTIVITY #1	TRAINING ACTIVITY #2	TRAINING ACTIVITY #3
DATE ENTERED TRAINING	Record the date on which the participant's first training service actually began. Grantees can report up to three training activities for a participant enrolled in a program of study.	PIRL 1302	PIRL 1309	PIRL 1314
TYPES OF TRAINING	Grantees should report the types of training when there is a date of training in PIRL 1302, PIRL 1309, and PIRL 1314.	PIRL 1303	PIRL 1310	PIRL 1315
	SCC grantees may <u>not</u> use the following code values to report Types of Training: • 03 = Entrepreneurial Training (non-WIOA Youth) • 07 = ABE or ESL (contextualized or other) NOT in conjunction with training (funded by Trade Adjustment Assistance only)			
COMPLETED TRAINING		PIRL 1307	PIRL 1312	PIRL 1317
DATE COMPLETED TRAINING		PIRL 1308	PIRL 1313	PIRL 1318

PIRL 1409 MOST RECENT DATE RECEIVED SUPPORTIVE SERVICES

Record the most recent date on which the participant received a supportive service. As applicable, grantees may update this date each quarter. Supportive services are activities that will allow individuals to participate in and successfully complete the training provided through the grant.

Reporting Credential Outcomes

PIRL 1800, 1802, 1804: TYPE OF RECOGNIZED CREDENTIAL #1, #2, and #3 (WIOA)

PIRL 1801, 1803, 1805: DATE ATTAINED RECOGNIZED CREDENTIAL #1, #2, and #3 (WIOA)

Grantees may report up to three credentials that result from at least one training activity. These PIRL data elements are for reporting the credential or certificate attainment outcomes that a participant receives after completing the SCC training program. This includes the type of recognized credential and the date of credential attainment.

If multiple credentials are awarded, grantees should report the highest-level certificate and/or credential earned as it aligns to the grantee's training design, including the SCC industries and occupations identified in the grantee's SOW. Grantees are encouraged to replace data for Training #3 with data for the highest credential received during the grant period of performance. For example, suppose a training program includes three interim credentials. In that case, the

grantee should replace data about the third intermediate credential (date entered training, type of training service, etc.) with data for the highest credential attained (e.g., an associate's degree). This ensures that the highest credential received is recorded for each participant. Additional credentials should be reported in the QNR.

For further guidance on credentials please refer to: [TEGL 14-18 – Aligning Performance Accountability Reporting, Definitions, and Policies Across Workforce Employment and Training Programs Administered by the U.S. Department of Labor \(DOL\)](#) and [TEN 25-19 – Understanding Post-secondary Credentials in the Public Workforce System](#)

Reporting WIOA Primary Indicators of Performance

PIRL 1332 PARTICIPATED IN POST-SECONDARY EDUCATION DURING PROGRAM PARTICIPATION (WIOA)

This PIRL data element is used to report if a participant was enrolled in a post-secondary education program that leads to a credential or degree from an accredited post-secondary education institution at any point during program participation.

Tips: All SCC grant programs are post-secondary education programs.

This data element relates to the credential indicator denominator, and those who are recorded as 1 are included in the credential rate denominator.

This element is a subset of **PIRL 1811 Date Enrolled During Program Participation in an Education or Training Program Leading to a Recognized Postsecondary Credential or Employment, whereas some participants will be enrolled in programs leading to employment only but will not receive credentials.**

Do not record 1 if the participant was first enrolled in post-secondary education after exiting the program.

PIRL 1401 PARTICIPATION IN SECONDARY EDUCATION

This PIRL data element is required to generate a credential attainment rate in WIPS.

Reporting Measurable Skill Gains

PIRL 1806, 1807, 1808, 1809, 1810 DATE OF MOST RECENT MEASURABLE SKILLS GAINS (WIOA)

These data elements calculate Measurable Skills Gains for participants enrolled in the select cohort of study. Grantees will record the most recent date on which the participant achieved a measurable skill gain. As applicable, grantees should update the date that a measurable skills gain that is achieved for each quarter.

1806	Date of Most Recent Measurable Skill Gains: Educational Functioning Level (EFL)
1807	Date of Most Recent Measurable Skill Gains: Post-secondary Transcript/Report Card
1808	Date of Most Recent Measurable Skill Gains: Secondary Transcript/Report Card
1809	Date of Most Recent Measurable Skill Gains: Training Milestone
1810	Date of Most Recent Measurable Skill Gains: Skills Progression

Reporting Employment Retention and Employment Placement

There are two categories to report employment placement outcomes for non-incumbent and incumbent workers. Non-incumbent workers are those that are unemployed at program participation. Incumbent workers are employed at program participation and must meet the FOA definition of incumbent worker.

Non-incumbent students who enter unsubsidized employment

PIRL 2118 DATE ENTERED EMPLOYMENT

This PIRL data element is used to report employment outcomes for non-incumbent students. Grantees may report this outcome at any time after program enrollment in the cohort program of study. Non-incumbent participants do not need to complete the cohort program of study to be reported in this outcome.

Non-incumbent Students Who Enter Training-Related Employment

PIRL 2126 ENTERED TRAINING-RELATED EMPLOYMENT AFTER TRAINING COMPLETION

This PIRL data element is used to report entered training-related employment if employment placement is related to the training provided through the grant, and occurs after completion of the cohort program of study.

This data element is a subset of PIRL 2118 Date Entered Training and PIRL 1813 Date Completed, During Program Participation, an Education or Training Program Leading to a Recognized Credential or Employment, so participants reported in PIRL 2126 must also be reported in PIRL 2118 and PIRL 1813.

Incumbent Workers That Retain Current Position

PIRL 2119 INCUMBENT WORKERS RETAINED CURRENT POSITION IN THE 1st QUARTER AFTER PROGRAM COMPLETION

This PIRL data element is used to report if an incumbent worker completes their program and retains their current position in the first quarter after program completion.

Incumbent Workers That Advance into New Position

PIRL 2120, 2122 and 2124: INCUMBENT WORKERS ADVANCED INTO A NEW POSITION WITH CURRENT OR NEW EMPLOYER IN THE 1st, 2nd, or 3rd QUARTER AFTER PROGRAM COMPLETION

These PIRL data elements are used to report if an incumbent worker has completed their program of study and advanced to a new position that requires a higher level of skill, either with their current employer or new employer.

An incumbent worker may have up to three quarters after program completion to advance in their position, and grantees may report these outcomes at any time during the three quarters after program completion. This employment outcome is reported in the actual reporting quarter in which the job advancement occurred.

3.4 Guidance for Generating and Certifying a Quarterly Performance Report (QPR)

To generate the QPR, grantees will submit a .csv data file or a .txt file of participant level information in WIPS. The participant-level data file includes information on all cohort participants served through the most current reporting quarter. After a grantee successfully uploads the participant-level data file into WIPS, the system will run the data file against a series of validation checks and will generate a QPR using WIPS aggregation rules.



Overview of Submitting Reports in WIPS

- ▶ Grantees will upload a participant-level data file in WIPS
- ▶ Logic rules are applied to data files
- ▶ QPR is generated in WIPS
 - Aggregation rules applied to data files that pass the logic rules

Grantee Database System

CSV Data File Upload in WIPS

QPR Generated

Data File

Data Elements And Edit Checks

Aggregation Rules

DOL DEMO PIRL SCHEMA QUARTERLY PERFORMANCE REPORT (QPR)

OMB Control Number: 1205-0521 Expiration Date: 06-30-2023

Date of Report:

PIR 2120 Qtr x Performance Report for *Demonstration Grants*

Time Period: ☐ Quarterly ☐ Rolling 4 Quarters ☐ Program to Date
(Choose Only One)

Reporting Period: mm/dd/yyyy - mm/dd/yyyy

Covered:

GRANT OVERVIEW

Grant Number:	Grantee Name:	
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	Total
A. SUMMARY INFORMATION (Cohort Period: mm/dd/yyyy - mm/dd/yyyy)	
1. Total Entries	
2. Total Participants Served	
3. Total Reportable Individuals	

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24

Once a grantee has verified that the information is accurate, they should indicate that the report is final by selecting the “Certify” button in WIPS. Certifying the report indicates that the grantee’s authorized representative certifies that the data submitted is complete, true, and accurate to the best of his or her knowledge.

SECTION V: Workforce Innovation and Opportunity Act (WIOA) Primary Indicators of Performance

DOL requires, consistent with 29 USC § 3224(a)(7), that SCC grants with a start date of February 1, 2021 and later align with and report on the six WIOA primary indicators of performance, as set forth in section 116(b)(2) of WIOA, and as further specified below.

4.1 WIOA Primary Indicators of Performance

Reporting on the WIOA Primary Indicators of Performance is applicable to SCC-funded grants reporting participant-level data on a select cohort enrolled in a program of study.

The [Training and Employment Guidance Letter \(TEGL\) No. 14-18: Aligning Performance Accountability Reporting, Definitions, and Policies Across Workforce Employment and Training Programs Administered by the U.S. Department of Labor \(DOL\)](#) provides policy guidance to align and streamline performance indicators and requirements across 15 DOL Employment and Training Administration (ETA) programs with the Workforce Innovation and Opportunity Act (WIOA). Grantees are encouraged to review the TEGL and share with staff and grant partners as appropriate.

The following WIOA primary indicators of performance are applicable to SCC grants:

1. Employment Rate – 2nd Quarter After Exit	Percentage of participants who are in unsubsidized employment during the second quarter after exit from the program.
2. Employment Rate – 4th Quarter After Exit	Percentage of participants who are in unsubsidized employment during the fourth quarter after exit from the program.
3. Median Earnings – 2nd Quarter After Exit	Median earnings of participants who are in unsubsidized employment during the second quarter after exit from the program.
4. Credential Attainment Rate	Percentage of participants enrolled in an education or training program who attain a recognized post-secondary credential during participation in or within one year after exit from the program.
5. Measurable Skills Gains	Percentage of program participants who, during a program year, are in an education or training program that leads to a recognized post-secondary credential or employment and who are achieving measurable skill gains.
6. Effectiveness in Serving Employers (Retention of your participants with the same employer in the 2nd and 4th quarter after exit)	Retention with the same employer in the 2 nd and 4 th quarter after exit.

Some of these outcomes are reported directly by grantees using participant-level data files in WIPS, and some are calculated using a combination of data reported by grantees and state Unemployment Insurance (UI) wage records via the process called CRIS explained in Section 5.4 below.

4.2 Calculating Employment-Based Primary Indicators of Performance

For the employment-based WIOA primary performance indicators, DOL acknowledges that SCC grantees may not have access to wage records to track and report exit-based employment rates and median earnings. Therefore, DOL will match wage records on behalf of grantees using CRIS (see Section 2.2) to capture these specific employment-based outcomes for participants who have successfully exited the SCC program. The CRIS process matches data to determine the following four indicators of the six that are applicable to SCC grants:

- A. Employment Rate – 2nd Quarter After Exit
- B. Employment Rate – 4th Quarter After Exit
- C. Median Earnings – 2nd Quarter After Exit
- D. Effectiveness in Serving Employers – Retention with the Same Employer 2nd and 4th Quarter After Exit

DOL will calculate these specific employment-based outcomes on behalf of grantees using Social Security Numbers (SSNs) provided for each SCC participant as part of the information included in each grantee's WIPS quarterly participant-level data file submission. It is important to note that while SCC program grantees are required to collect SSNs, participants cannot be denied services if they choose to not disclose an SSN. Section VII of the Handbook provides information on the standards for collecting and storing social security numbers and tips for collecting this data from participants.

To support calculation of these DOL-required employment-based primary indicators of performance, SCC grants are required to track and report the following PIRL Data Elements (DEs):

- PIRL 900: Date of Program Entry
- PIRL 901: Date of Program Exit
- PIRL 923: Other Reasons for Exit*
- PIRL 2700: Social Security Number

**Individuals who are exited for the reasons noted in PIRL 923 will not be calculated in the WIOA primary performance indicators.*

4.3 Calculating the Primary Indicators of Performance Credential Attainment and Measurable Skill Gains

To calculate credential attainment outcomes, SCC grantees will track and report this outcome using PIRL DEs through the participant-level data file submitted in WIPS. DOL receives this information via CRIS records, and WIPS will populate this information in the QPR after the reporting deadline.

E. Credential Attainment

The WIOA PIRL DEs used to report SCC credential outcomes are the same data elements that are used to calculate WIOA credential attainment outcomes after exit. WIOA credential attainment outcomes for SCC grants are reported in the QPR for a select cohort of participants that exited the program within a specific timeframe.

F. Measurable Skill Gains

To calculate measurable skill gains outcomes, SCC grantees will track and report this outcome using PIRL DEs through the participant-level data file submitted in WIPS. DOL receives this information via CRIS records, and WIPS will populate this information in the QPR after the reporting deadline.

4.4 Common Reporting Information System (CRIS)

Through a Memorandum of Understanding between DOL and the Kansas Department of Commerce, ETA's national program has access to aggregate employment outcome and wage information through the Wage Record Interchange System and the Federal Employment Data Exchange System. This information will be used to calculate the WIOA exit-based measures by matching personally identifiable information (PII) and UI wage data for the most recent reporting quarter. The WIOA performance outcomes will be reflected in grantee QPRs a few weeks after the QPR is submitted and certified by grantees.

4.5 RECORD RETENTION REQUIREMENTS

Grantees must follow Federal guidelines on record retention. Grantees are required to maintain all electronic and hard-copy records pertaining to grant activities at least three years after final award close-out. See the applicable grant Funding Opportunity Announcement (FOA) and 2 CFR 200.333-.337 for more specific information.

Participant Case Files

A participant case file should be created when a participant is being tracked as part of the selected cohort (selected program(s) of study) identified in the project narrative or for any participant that receives a direct financial benefit from the grant. A participant case file is NOT

required when a participant is only included in an outcome for the Customized Outcomes Report (COR), and included in the selected cohort.

Grantees will need to document COR outcomes with artifacts/records showing outcomes. For example, if a college has a goal to increase enrollment in a particular program of study, enrollment records for that program of study could be used as the artifact to verify the outcome. If the outcome relates to increasing enrollment for specific targeted populations, enrollment records showing the breakdown by targeted populations must be provided. Sometimes this may be most easily accomplished by tracking the relevant participants using participant case files.

ATTACHMENT 1: QUARTERLY NARRATIVE PERFORMANCE REPORT

OMB Control Number: 1205-0448

ETA-9179

Expiration Date: 07/31/2027

Quarterly Narrative Performance Report Template

* Report Due Date: The 15th day of the second month of the subsequent quarter.

DOL GRANT PROGRAM NAME: _____

Program Year: _____

Quarter End Date: _____

Date Report Submitted: _____

The information provided in this Quarterly Narrative Performance Report will be used to help the Department of Labor's (DOL) Employment and Training Administration (ETA) monitor the progress of the grant and identify promising practices and challenges of the grantee in implementing the grant. The information collected here provides a more comprehensive assessment of the progress of grantees in meeting expected milestones, performance indicators, and program requirements. It also provides additional qualitative information to ETA regarding the activities of grantees as it relates to Workforce Innovation and Opportunity Act (WIOA) implementation or implementation of other discretionary grant programs, timeliness of program deliverables, technical assistance needs, innovative or promising practices in the field, and the use of evaluation for program accountability, assessment, and improvement.

Additionally, please note that, per the Uniform Guidance (2 CFR 200.328), grantees must inform ETA as soon as the following types of conditions become known and should not wait for a quarterly report deadline:

- (1) Problems, delays, or adverse conditions which will materially impair the ability to meet the objectives of the Federal award. This disclosure must include a statement of the action taken, or contemplated, and any assistance needed to resolve the situation.
- (2) Favorable developments which enable meeting time schedules and objectives sooner or at less cost than anticipated or producing more or different beneficial results than originally planned.

Section I. Contact Information.

DOL Grant Funding Opportunity Announcement (<i>optional</i>):	
Grant Number:	

Grant Recipient Name:	
Grant Project Name:	
Grant Project Address:	
Grant Period of Performance:	
Point of Contact (Name, Phone Number, and Email):	

Section II. Summary of Grant Activities.

The purpose of this section is to provide an executive summary of grant activities, including planned and actual progress. Grant activities should be aligned with the goals and objectives outlined in the grant Statement of Work (SOW) and ETA approved work plan. For the current quarter, please include a description of all new and ongoing:

- Services supported by the grant;
 - Key activities completed, including partnership development and coordination;
 - Performance improvement efforts being undertaken to meet goals if projected goals for the quarter are not currently being met; and
 - Additional activities performed by both the grantee and any sub-grantees, if applicable.
- A. This may include additional information about service and training activities and outcomes to supplement the data submitted in the Quarterly Performance Report.
- B. In accordance with the funding opportunity under which the grant was awarded, grantees that are providing supportive services and other participant services, should include:
- A description of the type(s) of services offered in the quarter;
 - How they were delivered; and
 - How they contributed to a participant's ability to fully participate in grant-funded activities.
- C. Those grantees who have no changes to report on the above items relative to previously submitted reports should indicate so, in addition to indicating the reason for their lack of changes.
- D. For Senior Community Service Employment Program (SCSEP) grantees, please provide information on the current quarter regarding:
- Types of host agencies that are being recruited.
 - Additional training activities outside of community service assignments if you received Additional Training and Supportive Services (ATSS) funds. Describe the

number of participants served, service level goal attainment, and address how these funds improved your efforts to achieve the goals set in your ATSS request.

Section III. Progress Toward Grant Goals.

The purpose of this section is to describe the progress of the grant's project goals, benchmarks, milestones, special events, important deadlines, and deliverables.

- A. Provide any updates on the progress of the ETA approved grant work plan and program activities,
- B. Provide any updates on key deliverables and products developed for broad dissemination to the workforce system, as applicable. This includes identifying products developed with grant-funds such as educational curriculum, websites, and other resources.
- C. Utilize the work plan in the grant's SOW to identify all major program activities and training for the reporting quarter. The work plan will demonstrate the project flow and include start and end dates, schedule of activities, and projected outcomes. The work plan must be updated each quarter noting the actual date of each activity's completion as accomplished.
- D. Include any challenges or concerns the project has encountered that may have affected or slowed grant progress of the work plan, and how the project intends to resolve them.
- E. Describe the next steps or key focus areas planned for the project in the next quarter.
- F. If applicable to the grant, use this section to provide additional information that describes the status of capacity building activities occurring under the program. This may include highlighting those items that have been completed, and assessing how well the capacity building strategies of the program are meeting the training needs of the targeted industries through previously identified impact measures.
- G. Grantees who have nothing to report should indicate this and explain why they have no progress toward grant goals.

Section IV. Development and Implementation of Effective Practices and Program Model Strategies.

The purpose of this section is to describe how the program model is achieving the program's intended purpose and the goals/objectives and activities outlined in the grant application and work plan.

This section may also reflect how equity is taken into account in the development and implementation of the program. "Equity" means the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment. The term "underserved communities" refers to populations sharing a particular characteristic, as well as geographic communities that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life.

- A. Development and implementation of effective practices and program model strategies. This may include:
- A description of outreach and/or recruitment activities;
 - Examples of the development and implementation of education and training programs;
 - Identifying and engaging industry sectors and employers;
 - Identifying and convening sector strategy partners/partnerships
 - Aligning policies and programs;
 - Identifying systems change and ways of measuring systems change. Systems change refers to changes to policies, rules, procedures, and practices that once perpetuated a “problem” and now perpetuate a “solution”. Measurement of systems change implies a comparison to pre-existing outcomes and can also be used to demonstrate capacity building;
 - Tracking performance;
 - Developing new, or enhancing existing, curriculum or industry training; and
 - Creating new career assistance tools and resources.
- B. Grantees may describe how any development and implementation activities (such as those outlined above in Section IV.A) contribute to use of services by underserved populations and facilitate equitable service provisions across target populations and underserved communities. Grantees may also identify administrative barriers, statutory barriers, or other challenges they face in ensuring equitable use, service delivery and outcomes achieved.
- C. Grantees may describe any lessons learned and how those lessons learned will be integrated into ongoing grant activities.
- D. Grantees with no progress to report on the above items should indicate this.

Section V. Status Update on Match and/or Leveraged Resources *(if applicable)*.

The purpose of this section is to provide updates on the status of all match and/or leveraged resources.

- A. Identify any funding needs and sources, and report the cumulative amount of any match and/or leveraged resources provided by the grantee and partners each quarter.
- Match resources are required resources, from non-Federal funds, which support the allowable grant activities. Only grants with a match requirement should report on match.
 - Leveraged resources are those additional resources the grantee and its partners use to support the implementation of the program. Leveraged resources may take the form of cash or in-kind donations. Please indicate any new leveraged resources used to sustain the project after the life of the grant, if applicable.
 - Please note that both match and leveraged resources must also be reported in the Financial Status Report (ETA-9130) quarterly, if applicable.

B. The update may include:

- Organizations that contributed the resources;
- Ways in which the resources were used during the current quarter;
- Cumulative amount of match and/or leveraged resources; and
- Type of match and/or leveraged resources contributed to the project.

Section VI. Status Update on Strategic Partnership Activities *(if applicable).*

The purpose of this section is to describe how partners are working together to implement the project and to communicate the dynamic growth and development of the strategic partnership, including cross-agency partnerships. This section is not intended to be a list of every partner meeting or communication, but rather should reflect the results and outcomes from such interactions and their impact on the project. Completing this section of the report allows grantees to reflect critically on their partnerships and contributes to broader discussions among grantees on partnership development and management.

A. Report the critical aspects of the grant partnership activities, including establishing and maintaining strategic partnerships, during the reporting period.

B. This section may:

- Discuss how partners have engaged during the current phase of the project;
- Outline specific roles and contributions of each partner during this quarter;
- Identify any challenges encountered/resolved in the development and management of the partnership; and
- Report new partners that may have been included in the project or identify any previous partners that may have left the project.

C. Grantees with nothing to report should indicate this.

Section VII. Status Update on Employer Engagement Strategies.

The purpose of this section is to share information related to promising practices and strategies that have strengthened existing employer partnerships and any efforts to develop new employer partnerships. This section may discuss how equity is taken into account in the identification of, engagement with, and services provided to employers and employer associations.

A. Report the efforts that have been undertaken to receive feedback from local area employers to identify their employee pipeline needs and engage local employers to interview, assess, train, and/or hire program participants. Examples may include:

- Increased employer involvement including employers serving as mentors;
- Program staff and employers identifying ways to encourage continuous improvement to hire program participants;
- New employer partnerships (e.g., increased number of employers); and
- Positive employment outcomes for program participants (e.g., employers support the hiring and advancement of program participants).

Section VIII. Key Issues and Technical Assistance Needs.

The purpose of this section is to describe any grant challenges and related technical assistance needs.

- A. Summarize significant opportunities, issues, or challenges (such as under-enrollment) encountered during the quarter and any resolution of issues and challenges identified in previous quarters. Furthermore, describe actions taken or plans to address issues.
- B. Describe questions the grantee has for ETA, as well as any technical assistance needs.
- C. For SCSEP grantees, this section should include information on the recruitment of eligible applicants, meeting the most in need goal, and over/under enrollment challenges.
- D. Grantees with nothing to report should indicate this.

Section IX. Significant Activities, Accomplishments, and Success Stories.

The purpose of this section is to provide additional, in-depth information regarding promising approaches, new processes, and/or lessons learned that are not addressed elsewhere in the report.

- A. Report any other significant activities and accomplishments.
- B. Describe in detail promising approaches, innovative processes, lessons learned, and grant- and participant-level success stories in this section each quarter, as appropriate.
- C. Additionally, if appropriate, and with the participant's permission, please highlight one or two grant- or participant-level "success stories" from the program per quarter.

When documenting success stories, please describe the:

- Background, problem, issue, or concern prior to program involvement;
 - Response or intervention provided by the project; and
 - Results and outcomes, including who benefited and what changed or improved.
- D. Grantees may also include promising practices and success stories as attachments to the report.
 - E. Grantees with nothing to report should indicate this.

Section X. Evidence and Evaluation.

The purpose of this section is to provide information to ETA on how evidence and evaluations are being developed and applied. This information may help ETA to plan for future evaluation needs.

- A. Describe how the grantee is using or planning to use data, evidence, and evaluation findings to make improvements to programs and strategies. In this explanation, please

include a discussion on accomplishments, strategies being implemented, and any barriers to success.

- B. Please provide an update regarding the participation and status of any evaluations required as part of the funding announcement or award, if applicable. Please include any requests for technical assistance related to these requirements.
- C. Please include information regarding the grantee's participation in any studies or evaluations not required as part of the grant award, including any internal evaluations. Please describe the study, any data sources, and whether a third party is managing this project.
- D. As part of the evaluations described above, or as a separate stand-alone data analysis project, is the grantee using, or have plans to use, administrative data to better understand the grant program or the population it serves? If so, what data sources has the grantee been able to use or planned/desired to use? If so, what research or management questions do/can these data help the grantee answer?
- E. Grantees with nothing to report should indicate this.

Section XI. Additional Information *(if applicable).*

The purpose of this section is to provide any additional relevant information that is not included elsewhere in the report.

- A. Report any outcomes in this section that are required by the specific grant award but not otherwise captured in the Quarterly Performance Report. If these grantees do not have any outcomes to report, please specifically state that and explain why.
- B. For SCSEP grantees, this section should include information regarding the:
 - Status of the activities described in their training and supportive services waiver request, if applicable and if not described in Section II.D;
 - Progress on special projects; and
 - Status of any complaints/grievances.
- C. For H-1B funded grantees and Dislocated Worker demonstration grantees, report any outcomes in this section that are required by the specific grant award but not otherwise captured in the Quarterly Performance Report. If these grantees do not have any outcomes to report, please specifically state that and explain why.
- D. For grants managed by the Office of Apprenticeship, grantees must report any outcomes and outputs in this section that are required by the grant award and not otherwise captured in the Quarterly Performance Report.
- E. For grants managed by the Office of Apprenticeship, grantees who have created at least one new registered apprenticeship (RA) program and/or expanded at least one existing RA program as a result of grant funds, must report 1) the name(s) of the RAP(s), and 2) the date that it was either created and/or expanded.

- F. For NFJP grantees, this section should include information regarding progress for:
 - a. Outreach contacts; and
 - b. If applicable, report on any additional performance indicators.

Paperwork Reduction Act Disclosure Statement

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The control number for this collection is 1205-0448. Public reporting burden for this collection of information, which is required to obtain or retain benefits, is estimated to average 10 hours per quarterly response, including time for reviewing instructions, gathering and maintaining the data needed, and completing and reviewing the Quarterly Narrative Performance Report. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Labor, Office of Workforce Investment, Room C-4526, 200 Constitution Avenue NW, Washington, DC 20210.

Note: Please do not return the completed ETA-9179 to this address.

ATTACHMENT 2: SCC Round 1 Customized Outcome Measures

2.1 Capacity-Building Customized Outcome Measures (SINGLE INSTITUTIONS)

SCC grantees should report capacity-building outcomes that flow from the required logic model. All Single Institution grantees will capture and report on data that seeks to measure the initiative's key capacity-building outcomes, as aligned with their proposed employer sector(s) and career pathway(s).

Table 2: Customized Outcomes for Single Institution Grantees

Single institutions must report against their proposed project outcomes as it aligns with Core Elements 1-4	
Core Element 1: Evidence-based Design	
Core Element 2: Sector Strategies and Employer Engagement	Outcome Area 2a: Increase in the level and depth of employer engagement and investment in educational and training programs.
Core Element 3: Enhanced Career Pathway Programs and Accelerated Learning Strategies	Outcome Area 3a: Design or implementation of new, accelerated instructional techniques or technologies, including the use of advanced online and technology-enabled learning.
Core Element 4: Strategic Alignment with Workforce Development System	Outcome Area 4a: Increase in program and policy alignment across systems and/or decrease in duplicative services or service gaps

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64

2.4 Systems Change Outcome Measures (CONSORTIUM GRANTEEES)

Grantees provided quantitative systems change customized outcome targets that show baseline and end-of-grant outcomes. SCC grantees will collect systems change outcomes data from the required logic model.

Consortium leads must report against the proposed project outcomes as it aligns with Core Elements 1-5	
Core Element 1: Evidence-based Design	
Core Element 2: Sector Strategies and Employer Engagement	Outcome Area 2a: Increase in the level and depth of employer engagement and investment in educational and training programs Outcome Area 2b: Percent of employers that change policies to better support work-based learning opportunities and/or employment, retention, and advancement of career pathways participants
Core Element 3: Enhanced Career Pathway Programs and Accelerated Learning Strategies	Outcome Area 3a: Design or implementation of new, accelerated instructional techniques or technologies, including the use of advanced online and technology-enabled learning Outcome Area 3b: Measure of restructuring or alignment of educational and training programs based on local or regional labor market data
Core Element 4: Strategic Alignment with Workforce Development System	Outcome Area 4a: Increase in program and policy alignment across systems and/or decrease in duplicative services or service gaps Outcome Area 4b: Development of new and/or expanded partnerships among key system actors that results in streamlined or expanded services for participants

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Customized Outcomes For Consortium Grantees

Consortium leads must report against the proposed project outcomes as it aligns with Core Elements 1-5

Core Element 5: Innovative Systems Change Option A: Accelerated Learning Pathways	Outcome Area 5a: Measure of removing significant systemic barriers career pathways participants
	Outcome Area 5b: Increase in linkages developed throughout a career pathway to encompass bridge programs, career and technical training programs, and work-based training
Core Element 5: Innovative Systems Change Or Option B: Statewide Data Integration/ Use	Outcome Area 5c: Increased access to available data on stakeholders' activities, outputs, and outcomes
	Outcome Area 5d: Evidence of effective data sharing and data management

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66

Definition of Terms

Baseline: The existing education and career training programs and infrastructure in each area that the grantee proposes to develop or enhance, as revealed by the gap analysis. The baseline can be quantitative (including “zero”) or a qualitative description of the current state.

Target: The desired results of the project’s intervention at the end of the grant period of performance described in both qualitative and quantitative terms.

ATTACHMENT 3: CUSTOMIZED OUTCOMES REPORT – SUGGESTED TEMPLATE

PART 3A: GRANTEE CUSTOMIZED OUTCOME BASELINE MEASURES AND TARGET MEASURES

Part A of the COR template illustrates the SCC Performance Outcome Areas required from the grant Funding Opportunity Announcement (FOA). The National Program Office has populated this section for each grantee, and will use this format for internal tracking. The information populated in these columns comes directly from the grantee's proposed customized outcomes submitted to and approved by the Program Office after grant award. Grantee's target outcomes are organized in these columns to:

- Clarify the unit measure for which to calculate the customized outcome. (Column C)
- Delineate the numerical information from the baseline description to populate the baseline number. (Column D and E)
- Delineate the numerical information from the target description to populate the target number. (Column F - G)
- Identify the numerical target for the grant period of performance. (Column H)

Column A	Column B	Column C	Column D	Column E	Column F	Column G	Column H
SCC FOA Requirement	Grantee Proposal	Information populated in these columns is dependent on the grantee's proposed targets.					Calculation (See Part B)
SCC Performance Outcome Area	Grantee Customized Outcome	Unit Measure	Baseline Description	Baseline #	Target Description	Target #	Period of Performance Target

Description

Column B: Grantee Customized Outcome (s). This column lists each grantee's customized outcomes as proposed in the grant Statement of Work. Grantees may have proposed more than one customized outcome per SCC performance outcome area. Additional outcomes are designated as additional lines in the COR spreadsheet.

Column C: Unit Measure. The unit measure is a term from the customized outcome baseline / target descriptions to specify the customized outcome that will be reported using the COR template.

Column D: Baseline Description. This column describes the baseline, or current status of the proposed outcome measure, and a description of the target to be achieved as a result of the SCC grant project. Grantees may or may not have provided a description of their baseline targets and target description. This depends on what the grantees submitted. Some provided descriptions of just the baseline and not the target, or vice versa.

The SCC FOA defines the term Baseline as "The existing education and career training programs and infrastructure in each area that the grantee proposes to develop or enhance, as revealed by the gap analysis. The baseline can be quantitative (including "zero") or a qualitative description of the current state."

Column E: Baseline Numerical Value. This column includes the numerical value that grantees identified in their customized outcomes. In many cases, the baseline is zero, indicating that nothing currently exists for these specific customized outcome measures; however, some grantees may have existing infrastructure that the SCC grant project will enhance.

Column F: Target Description. This column describes the resulting target to be achieved as a result of the SCC grant project).

Column G: Target Numerical Value. This column includes the numerical value that the grantee proposed for their customized outcomes target.

The SCC FOA defines the term Target as “The desired results of the project’s intervention at the end of the grant period of performance described in both qualitative and quantitative terms.”

PART 3B: CALCULATIONS TO REPORT THE STATUS OF CUSTOMIZED OUTCOME MEASURES

Grantees may use the COR template to report on the status of their customized outcomes on a quarterly basis. We provide in the existing template, as well as describe in detail below, several additional columns that grantees may use to calculate and track the status of each customized outcome measure.

These columns are **formula fields that will automatically calculate** the grantee’s period of performance target number; the percentage of targets that the grantee achieved against their period of performance targets; and the cumulative total for change to date.

Column H	Column I	Column J
Formula Fields		
Grant PoP Target = Target # - Baseline #	% of Target Achieved = "Cumulative-to-Date" / "Grant PoP Target"	Cumulative-to-Date Total = net change as reported each quarter

Description

Column H: Grant Period of Performance Target. Considering that grantees may have existing numerical baseline values and that the target outcome is the numerical value that will be achieved at the end of the grant, this column is the difference between the baseline numbers and the proposed target numbers that the grant plans to achieve *at the end* of the grant. Therefore, the Grant Period of Performance Target appearing in this column is the expected numerical outcome that grantees will report against on a quarterly basis, and that grantees are expected to achieve *during* the grant period of performance. For example, if the goal is to increase the number of employers undertaking a certain activity from 8 to 20, the difference – and the grant period of performance target – is 12.

Column I: Quarterly % Achieved (Grant PoP Target). This quarterly achievement rate is based on the Grant Period of Performance Target (Column H) and the Cumulative-to-Date Total (Column J) outcomes that grantees have reported thus far. Column I is the percentage achieved towards the Grant Period of Performance Target.

Column J: Cumulative-to-Date Total. This column is the sum of Columns K-N.

PART 3C: REPORTING CUSTOMIZED OUTCOMES ACHIEVED QUARTERLY USING THE SUGGESTED COR TEMPLATE

On a quarterly basis, grantees will report the numerical value of the change achieved during that quarter using the columns provided in the Excel spreadsheet and described below. In some cases, the change reported may be a negative numerical value or a decimal. This may occur due to circumstance (e.g., the loss of an employer partner) or by design (e.g., the outcome is a reduction in attrition).

Column K	Column L	Column M	Column N
****Please do not change data reported in previous quarters.****			
Enter change during this Quarter only (may be a negative # or a decimal)	Enter change during this Quarter only (may be a negative # or a decimal)	Enter change during this Quarter only (may be a negative # or a decimal)	Enter change during this Quarter only (may be a negative # or a decimal)
3.31.21	6.30.21	9.30.21	12.31.21

Description

Columns K-N: These columns include the change achieved during the specified quarter. The change should be entered as a numerical value. Again, the value may be negative. Grantees should only enter the change for the quarter for which they are reporting. Please do not change data reported in previous quarters. If grantees use the suggested COR, the data entered in Columns K-N will be used to calculate the value of Column J, which in turn calculates the percentage in Column I.

PART 3D: PROCESS TO SUBMIT CUSTOMIZED OUTCOMES REPORT TO DOL USING WIPS

Strengthening Community Colleges grantees are required to report on the status of their proposed Customized Outcome Measures on a quarterly basis. Grantees may use the suggested Customized Outcomes Report template; or grantees may choose to develop their own template.

Grantees will submit the suggested COR, or an alternative template, as an additional file upload when submitting the Quarterly Narrative Performance Reports (all grantees) and the Quarterly Performance Reports (Single Institution grantees) in the Workforce Integrated Performance System (WIPS).

The National Program Office will work closely with grantees and provide technical assistance to support grantees in submitting their Quarterly Progress Reports, which includes the report for customized outcome measures.

Reporting Outcomes for Future Reporting Quarters

Grantees will keep a master document of their selected template to report on their Customized Outcome targets. Using this master document, grantees will develop a process to update their progress quarterly.

The suggested COR template includes new columns after Column N for calendar year 2022, 2023, and 2024 to report on their proposed outcome measures on a quarterly basis. The grant period of performance ends on 01/31/2025. Grantees will submit their last Quarterly Progress Report for the Quarter ending 3/31/25, which is due on May 15, 2025.

Grantees will maintain a master copy of their Customized Outcomes Report, and will upload a copy of their COR in WIPS as an additional attachment. The COR that grantees submit should include the outcomes reported from past quarters with the same data that was reported in the last quarter. Grantees **SHOULD NOT** make changes to outcomes reported from previous quarters. If an additional change occurred in a prior quarter, but was not reported, grantees should account for that number in the current reporting quarter.

Example: A grantee reported a total number of three employer partners in Q 3.31.21. However, during Q 6.30.21, the project lost one employer partner, but added an additional partner. The grantee should

adjust to balance out the loss and gain in the reporting quarter 6.30.21 and report the number of employers as zero.

For the purposes of providing technical assistance during the grant period of performance, the National Program Office will also track grantee's performance towards meeting their customized outcomes target goals in a master document using the COR template. Grantees should establish their own internal process and procedures for the most accurate report on their Customized Outcomes on a quarterly basis.

If you have questions about how to report changes to a previous quarter's outcomes, please attend a Performance Office Hours or send your question to SCC@dol.gov, copying your FPO.

ATTACHMENT 4: SCC PERFORMANCE REPORTING DEFINITIONS & GLOSSARY

Definition of Terms

Program of Study: A curriculum of multiple courses that lead to one or more industry-recognized credentials.

Participant Cohort: The sub-set of students that SCC grantees will track for the purposes of documenting participant (student) outputs and outcomes.

- Grantees must report on at least one program of study that is central to their proposed project design, for which they will track the seven participant outputs and outcomes listed in Section 3.1. Grantees are not required to track participants in all grant-enhanced programs of study as proposed in their Statement of Work.

Enrolled in a Program of Study: Grantees described in their project narrative a definition for “enrollment into a program of study” that aligns with their college’s definition.

- Grantees are encouraged to consider what documentation or records they will use to determine that a student has enrolled in a program of study that leads to an industry-recognized credential.

Incumbent Workers: The SCC FOA defines this term as individuals who are employed (with any employer) but need training to secure full-time employment, advance in their careers, or retain their current occupations. This includes low-wage and medium-wage workers who need to upgrade their skills to retain employment or advance in their careers, and workers who are currently working part-time.

Industry-Recognized Credential: An industry recognized credential refers to credentials described in [Training and Employment Notice \(TEN\) 25-19: Understanding Postsecondary Credentials in the Public Workforce System](#).

ATTACHMENT 5: PARTICIPANT COHORT PERFORMANCE OUTPUTS AND OUTCOMES

SCC Round 1 grantees will track training and employment performance outputs and outcomes for its participant cohort, defined in the SCC Round 1 FOA as follows:

SCC1: Participant Cohort Students Who Begin Education/Training (output)

- Those students who are enrolled in the selected program of study and have begun education/training activities.

SCC2: Students Who Complete the Cohort Program of Study (output)

SCC3: Students Who Complete the Cohort Program of Study and Receive a Credential (output)

SCC4: Credentials Received by Students Enrolled in the Cohort Program of Study (output)

- SCC4 measures credentials, not students.
- Credentials may be earned before or after completion.
- Students may earn multiple credentials.

SCC5: Students Who Enter Unsubsidized Employment (outcome)

- Number of non-incumbent students who enter employment at any time after enrolling in the cohort program of study.
- Non-incumbent students do not need to complete the cohort program of study to be counted in SCC5.

SCC6: Students Who Enter Training-Related Employment (outcome)

- Number of non-incumbent students who enter training-related employment after completion of the cohort program of study.
- To be included in SCC6, non-incumbent students do need to complete the cohort program of study.

SCC7: Incumbent Workers That Retain Current Position (outcome)

- Number of students defined as incumbent workers who complete both the cohort program of study and retain their current position.
- Incumbent workers can be counted in either SCC7 or SCC8 if they qualify, but not both.

SCC8: Incumbent Workers That Advance into New Position (outcome)

- Number of students defined as incumbent workers who complete both the cohort program of study and advance into a new position.
- Incumbent workers can be counted in either SCC7 or SCC8 if they qualify, but not both.

ATTACHMENT 6: DOL DEMO PIRL SCHEMA QUARTERLY PERFORMANCE REPORT (QPR)

OMB Control Number: 1205-0521 Expiration Date: 06-30-2023

Date of Report:

PY 20xx Qtr x Performance Report for **Demonstration Grants**

Time Period:
(Choose Only One) ☐ Quarterly ☐ Rolling 4 Quarte ☐ Program to Date

Reporting Period
Covered: mm/dd/yyyy - mm/dd/yyyy

GRANT OVERVIEW

Grant Number:	Grantee Name:	
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		Total
A. SUMMARY INFORMATION (Cohort Period: mm/dd/yyyy - mm/dd/yyyy)		
1. Total Exiters		
2. Total Participants Served		
3. Total Reportable Individuals		
B. PARTICIPANT SUMMARY INFORMATION (Cohort Period: mm/dd/yyyy - mm/dd/yyyy)		
Sex	1a. Male	
	1b. Female	
Ethnicity/Race	2a. Hispanic/Latino	
	2b. American Indian or Alaskan Native	
	2c. Asian	
	2d. Black or African American	
	2e. Native Hawaiian or Other Pacific Islander	
	2f. White	
	2g. More Than One Race	
Other Demographics	3a. Eligible Veterans	
	3b. Individuals with a Disability	
	3c. Incumbent Workers	
	3d. Unemployed Individuals	
	3e. Low-Income Individuals	
	3f. Older Individuals (55 and older)	
	3g. Ex-Offenders	
	3h. English Language Learners, Individuals With Low Levels of Literacy or Facing Substantial Cultural Barriers	
	3i. Underemployed Individuals	
	3j. Dislocated Workers	
Education Level	3k. Long-Term Unemployed (27 or More Consecutive Weeks)	
	4a. Secondary School Graduate or Equivalent	
	4b. Completed 1 or More Years of Postsecondary Education	
	4c. Postsecondary Certification, License, or Educational Certificate (Non-Degree)	
	4d. Associate's Degree	
	4e. Bachelor's Degree or Equivalent	
	4f. Advanced Degree Beyond Bachelor's Degree	

C. PROGRAM SERVICES AND TRAINING ACTIVITIES (Cohort Period: mm/dd/yyyy - mm/dd/yyyy)

1. Received Basic Career and Training Services	NA
2. Received Individualized Career Services	NA
3. Received Supportive Services	
4. Received Education/Job Training Activities	
5. Completed Education/Job Training Activities	

Training Types:	
9a. On the Job Training (non-WIOA Youth).	
9b. Skill Upgrading	
9c. Entrepreneurial Training (non-WIOA Youth)	NA
9d. ABE or ESL (contextualized or other) in conjunction with Training	
9e. Customized Training	
9f. Occupational Skills Training (non-WIOA Youth)	
9g. ABE or ESL (contextualized or other) NOT in conjunction with training (funded by Trade Adjustment Assistance only)	NA
9h. Prerequisite Training	
9i. Registered Apprenticeship	
9j. Youth Occupational Skills Training	
9k. Other Non-Occupational-Skills Training	
9l. Job Readiness Training in conjunction with other training	
D. WIOA PRIMARY INDICATORS OF PERFORMANCE	
Total	
1. Employment Rate (Q2) (Cohort Period: mm/dd/yyyy - mm/dd/yyyy)	Grantee Certified
	Additional UI Match
2. Employment Rate (Q4) (Cohort Period: mm/dd/yyyy - mm/dd/yyyy)	Grantee Certified
	Additional UI Match
3. Median Earnings (Cohort Period: mm/dd/yyyy - mm/dd/yyyy)	Grantee Certified
	Additional UI Match
4. Credential Rate (Cohort Period: mm/dd/yyyy - mm/dd/yyyy)	
5. Measurable Skill Gains (Cohort Period: mm/dd/yyyy - mm/dd/yyyy)	
E. EFFECTIVENESS IN SERVING EMPLOYERS	
1. Retention with the Same Employer in the 2nd and 4th Quarter After Exit (Cohort Period: mm/dd/yyyy - mm/dd/yyyy)	Grantee Certified
	Additional UI Match

ATTACHMENT 7: SCC QPR OUTCOME MEASURE DEFINITIONS AND AGGREGATION RULES

The definitions of each of the SCC QPR outcome measures are provided below. These definitions are from TEGL 14-18, the Amended H-1B PIRL data elements and aggregation rules, and the H-1B grant Funding Opportunity Announcements. Numbering in the table corresponds to that of the QPR represented in *Attachment 6: DOL DEMO PIRL SCHEMA QUARTERLY PERFORMANCE REPORT (QPR)*.

*Please keep in mind PIRL 105 (SCC) is present in many of the “PIRL DATA ELEMENTS REQUIRED FOR QPR AGGREGATION” columns, but is excluded for the purposes of this attachment.

DEMONSTRATION GRANT OUTCOME MEASURES	DEFINITION	PIRL DATA ELEMENTS REQUIRED FOR AGGREGATION
A. GRANT SUMMARY INFORMATION		
1. Total Exiters	The total number of participants who exited the program during the applicable reporting period. Exit from the program occurs when a participant has not received any services funded by the program for 90 consecutive calendar days and has no gap in service and is not scheduled for future services. The date of exit is applied retroactively to the last day on which the individual received a service funded by the program.	PIRL 900 Date of Program Entry PIRL 901, Date of Exit
2. Total Participants Served	The total number of unique participants (new and current) who were participants for at least one day during the relevant reporting period. A participant is any individual who is determined eligible to participate in the grant program and receives a service funded by the grant. Individuals who receive only a determination of eligibility to participate in the program but do not begin receiving services are NOT considered participants.	PIRL 900, Date of Program Entry PIRL 901, Date of Exit
3. Total Reportable Individuals	The total number of unique participants who, following a determination of eligibility, began receiving their first grant-funded service during the current quarter. Participants should only be included once, even if they enroll in multiple training programs.	PIRL 1002 Most Recent Date Received Basic Career Services
B. PARTICIPANT SUMMARY INFORMATION		
<i>Gender</i>		

DEMONSTRATION GRANT OUTCOME MEASURES	DEFINITION	PIRL DATA ELEMENTS REQUIRED FOR AGGREGATION
1a. Male	The total number of participants who self-identify their gender as male.	PIRL 201, Sex PIRL 900, Date of Program Entry PIRL 901, Date of Exit
1b. Female	The total number of new participants who self-identify their gender as female.	PIRL 201, Sex PIRL 900, Date of Program Entry PIRL 901, Date of Exit
<i>Ethnicity/Race</i>		
2a. Hispanic/Latino	The total number of participants who self-identify their ethnicity as Hispanic/Latino. The term Hispanic/Latino includes persons of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture in origin, regardless of race.	PIRL 210, Hispanic/Latino PIRL 900, Date of Program Entry PIRL 901, Date of Exit
2b. American Indian or Alaskan Native	The total number of participants who self-identify their race as American Indian or Alaskan Native. The racial category American Indian or Alaska Native includes members of an Indian tribe, band, nation, or other organized group or community, including any Alaska Native village or regional or village corporation as defined in or established pursuant to the Alaska Native Claims Settlement Act (85 Stat. 688) [43 U.S.C. 1601 et seq.]	PIRL 211, American Indian PIRL 900, Date of Program Entry PIRL 901, Date of Exit
2c. Asian	The total number of participants who self-identify their race as Asian. The racial category Asian includes persons having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent (e.g., Bangladesh, Bhutan, India, Nepal, Pakistan, Sri Lanka, and Sikkim). This area includes, for example, Cambodia, China, Japan, Korea, Malaysia, the Philippine Islands, Thailand, and Vietnam.	PIRL 212, Asian PIRL 900, Date of Program Entry PIRL 901, Date of Exit
2d. Black or African American	The total number of participants who self-identify their race as Black or African American. The racial category Black or African American includes persons having origins in any of the black racial groups of Africa.	PIRL 213, Black/African American PIRL 900, Date of Program Entry PIRL 901, Date of Exit

DEMONSTRATION GRANT OUTCOME MEASURES	DEFINITION	PIRL DATA ELEMENTS REQUIRED FOR AGGREGATION
2e. Native Hawaiian or Other Pacific Islander	The total number of participants who self-identify their race as Native Hawaiian or Other Pacific Islander. The racial category Hawaiian Native or Other Pacific Islander includes persons having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.	PIRL 214, Native Hawaiian/Other Pacific Islander PIRL 900, Date of Program Entry PIRL 901, Date of Exit
2f. White	The total number of participants who self-identify their race as White. The racial category White includes persons having origins in any of the original peoples of Europe, the Middle East, or North Africa.	PIRL 215, White PIRL 900, Date of Program Entry PIRL 901, Date of Exit
2g. More Than One Race	The total number of participants who self-identify more than one of the racial categories outlined in Rows C.2b through C.2f above.	PIRL 210, Hispanic Latino PIRL 211, American Indian PIRL 212, Asian PIRL 213, Black/African American PIRL 214, Native Hawaiian/Other Pacific Islander PIRL 215, White PIRL 900, Date of Program Entry PIRL 901, Date of Exit
Other Demographics		
4a. Youth and Young Adults, Ages 17 – 29	The total number of participants whose age is between 17 and 29 at program entry.	PIRL 200, Date of Birth PIRL 900, Date of Program Entry PIRL 901, Date of Exit
3a. Eligible Veterans	The total number of participants who are eligible for veterans' priority of service under WIOA. See TEGL No. 10-09 .	4e. Eligible Veterans
3b. Individuals with a Disability	The total number of participants that have a physical or mental impairment that substantially limits one or more of the person's major life activities.	PIRL 202, Individual with a Disability PIRL 900, Date of Program Entry PIRL 901, Date of Exit

DEMONSTRATION GRANT OUTCOME MEASURES	DEFINITION	PIRL DATA ELEMENTS REQUIRED FOR AGGREGATION
3c. Incumbent Workers	The total number of participants who were employed at program entry but need training to upgrade their skills to secure full-time employment, advance in their careers, or retain their current occupations in H-1B occupations and industries. Incumbent workers are workers who typically are employed in lower-skilled, lower-wage, front-line, and/or entry-level positions, and where attaining new skills and competencies could help advance them into middle- and high-skilled jobs with their current employer. This outcome includes newly hired workers and workers whose hours have been reduced and/or earnings have declined. The training provided to incumbent workers is developed with an employer or employer association.	PIRL 400, Employment Status at Program Entry PIRL 900, Date of Program Entry PIRL 901, Date of Exit PIRL 907, Recipient of Incumbent Worker Training
3d. Unemployed Workers	The total number of participants who are without a job, seeking employment, and are available to work.	PIRL 400, Employment Status at Program Entry PIRL 900, Date of Program Entry PIRL 901, Date of Exit
3e. Low-income individuals	The total number of participants who meet the definition of low-income individuals under WIOA PIRL 802 Low Income Status at Program Entry.	PIRL 802, Low Income Status at Program Entry PIRL 900, Date of Program Entry PIRL 901, Date of Exit
3f. Individuals 55 years and Older	The total number of participants whose age is 55 or older at program entry.	PIRL 200, Date of Birth PIRL 900, Date of Program Entry PIRL 901, Date of Exit
3g. Individuals with Criminal Records (Ex-Offenders)	The total number of participants who either have been subject to any stage of the criminal justice process for committing a status offense or delinquent act, or require assistance in overcoming barriers to employment resulting from a record of arrest or conviction.	PIRL 801, Ex-Offender Status PIRL 900, Date of Program Entry PIRL 901, Date of Exit

DEMONSTRATION GRANT OUTCOME MEASURES	DEFINITION	PIRL DATA ELEMENTS REQUIRED FOR AGGREGATION
3h. Individuals with Limited English Proficiency (English Language Learners)	The total number of participants at program entry, whom have limited ability in speaking, reading, writing or understanding the English language and also meet at least one of the following two conditions: (a) his or her native language is a language other than English, or (b) he or she lives in a family or community environment where a language other than English is the dominant language.	PIRL 803, English Language Learner at Program Entry PIRL 900, Date of Program Entry PIRL 901, Date of Exit
3i. Underemployed Individuals	The total number of participants who are not currently connected to a full-time job commensurate with the individual's level of education, skills, or wage and/or salary earned previously, or who have obtained only episodic, short-term, or part-time employment.	PIRL 900, Date of Program Entry PIRL 901, Date of Exit PIRL 2101, Underemployed Worker
3j. Dislocated Workers	The total number of participants who were prior to program entry terminated or laid off or have received a notice of termination or layoff from employment; or were self-employed but are now unemployed.	PIRL 900, Date of Program Entry PIRL 901, Date of Exit PIRL 904, Dislocated Worker
3k. Long-Term Unemployed (27 or More Consecutive Weeks)	The total number of participants who have been unemployed for 27 consecutive weeks or more at program entry.	PIRL 402, Long-term Unemployed at Program Entry PIRL 900, Date of Program Entry PIRL 901, Date of Exit
Education Level		
4a. Secondary School Graduate or Equivalent	The total number of participants that attained a secondary school diploma or secondary school equivalency.	PIRL 408, Highest Educational Level Completed at Program Entry (WIOA) PIRL 900, Date of Program Entry PIRL 901, Date of Exit
4b. Completed 1 or more years of Postsecondary Education	The total number of participants that completed 1 or more years of Postsecondary Education.	PIRL 408, Highest Educational Level Completed at Program Entry (WIOA) PIRL 900, Date of Program Entry PIRL 901, Date of Exit

DEMONSTRATION GRANT OUTCOME MEASURES	DEFINITION	PIRL DATA ELEMENTS REQUIRED FOR AGGREGATION
4c. Post-secondary Certification, License, or Educational Certificate (non- degree)	The total number of participants that attained a post-secondary technical or vocational certificate (non-degree).	PIRL 408, Highest Educational Level Completed at Program Entry (WIOA) PIRL 900, Date of Program Entry PIRL 901, Date of Exit
4d. Associate's Degree	The total number of participants that attained an Associate's degree.	PIRL 408, Highest Educational Level Completed at Program Entry (WIOA) PIRL 900, Date of Program Entry PIRL 901, Date of Exit
4e. Bachelor's Degree or Equivalent	The total number of participants that attained a Bachelor's degree.	PIRL 408, Highest Educational Level Completed at Program Entry (WIOA) PIRL 900, Date of Program Entry PIRL 901, Date of Exit
4f. Advanced Degree Beyond Bachelor's Degree	The total number of participants that attained an advanced degree beyond a Bachelor's degree.	PIRL 408, Highest Educational Level Completed at Program Entry (WIOA) PIRL 900, Date of Program Entry PIRL 901, Date of Exit
C. PROGRAM SERVICES AND TRAINING ACTIVITIES		
1. Received Basic Career and Training Services	The total number of participants that receive individualized career services	PIRL 900, Date of Program Entry PIRL 901, Date of Exit PIRL 1001, Date of First Basic Career Service
2. Received Individualized Career Services	The total number of participants that receive individualized career services	PIRL 900, Date of Program Entry PIRL 901, Date of Exit PIRL 1200, Date of First Individualized Career Service
3. Received Supportive Services	The total number of participants that receive supportive services that are designed to address needs and ensure participant success in completing their training program.	PIRL 900, Date of Program Entry PIRL 901, Date of Exit PIRL 1409, Most Recent Date Received Supportive Services

DEMONSTRATION GRANT OUTCOME MEASURES	DEFINITION	PIRL DATA ELEMENTS REQUIRED FOR AGGREGATION
4. Received Education/Job Training Activities	The total number of participants that receive training services as part of grant-funded education or training activities.	PIRL 900, Date of Program Entry PIRL 901, Date of Exit PIRL 1302, Date Entered Training #1
5. Completed Education/Job Training Program Activities	The total number of participants that complete, during program participation, an education or training program that leads to a recognized post-secondary credential, including a secondary education program, or training program that leads to employment as defined by the core program in which the participant participates.	PIRL 1813, Date Completed an Education or Training Program Leading to a Recognized Postsecondary Credential or Employment
Training Types		
C-9a. On the Job Training (non-WIOA Youth)	The total number of participants that receive grant-funded education or training, where the training includes on-the-job training.	PIRL 900, Date of Program Entry PIRL 901, Date of Exit PIRL 1302, Date Entered Training #1 PIRL 1303, 1310,1315 Type of Training Service #1, #2, #3
C-9b. Skill Upgrading	The total number of participants that receive grant-funded education or training, where the training includes skill upgrading.	PIRL 900, Date of Program Entry PIRL 901, Date of Exit PIRL 1303, 1310,1315 Type of Training Service #1, #2, #3
C-9c. Entrepreneurial Training (non-WIOA Youth)	The total number of participants that receive grant-funded education or training, where the training includes entrepreneurial skills.	PIRL 900, Date of Program Entry PIRL 901, Date of Exit PIRL 1303, 1310,1315 Type of Training Service #1, #2, #3
C-9d. ABE or ESL (contextualized or other) in conjunction with Training	The total number of participants that receive grant-funded education or training, where the training includes ABE or ESL in conjunction with training.	PIRL 900, Date of Program Entry PIRL 901, Date of Exit PIRL 1303, 1310,1315 Type of Training Service #1, #2, #3
C-9e. Customized Training	The total number of participants that receive grant-funded education or training, where the training includes customized training.	PIRL 900, Date of Program Entry PIRL 901, Date of Exit PIRL 1303, 1310,1315 Type of Training Service #1, #2, #3
C-9f. Occupational Skills Training (non-WIOA Youth)	The total number of participants that receive grant-funded education or training, where the training includes occupational skills training.	PIRL 900, Date of Program Entry PIRL 901, Date of Exit PIRL 1303, 1310,1315 Type of Training Service #1, #2, #3

DEMONSTRATION GRANT OUTCOME MEASURES	DEFINITION	PIRL DATA ELEMENTS REQUIRED FOR AGGREGATION
C-9g. ABE or ESL (contextualized or other) NOT in conjunction with training (funded by Trade Adjustment Assistance only)	The total number of participants that receive grant-funded education or training, where the training includes ABE or ESL NOT in conjunction with training.	PIRL 900, Date of Program Entry PIRL 901, Date of Exit PIRL 1303, 1310,1315 Type of Training Service #1, #2, #3
C-9h. Prerequisite Training	The total number of participants that receive grant-funded education or training, where the training includes prerequisite training.	PIRL 900, Date of Program Entry PIRL 901, Date of Exit PIRL 1303, 1310,1315 Type of Training Service #1, #2, #3
C-9i. Registered Apprenticeship	The total number of participants that receive grant-funded education or training, where the training includes registered apprenticeship.	PIRL 900, Date of Program Entry PIRL 901, Date of Exit PIRL 1303, 1310,1315 Type of Training Service #1, #2, #3
C-9j. Youth Occupational Skills Training	The total number of participants that receive grant-funded education or training, where the training includes youth occupational skills training.	PIRL 900, Date of Program Entry PIRL 901, Date of Exit PIRL 1303, 1310,1315 Type of Training Service #1, #2, #3
C-9k. Other Non-Occupational-Skills Training	The total number of participants that receive grant-funded education or training, where the training includes other non-occupational skills training.	PIRL 900, Date of Program Entry PIRL 901, Date of Exit PIRL 1303, 1310,1315 Type of Training Service #1, #2, #3
C-9l. Job Readiness Training in conjunction with other training	The total number of participants that receive grant-funded education or training, where the training includes job readiness training in conjunction with other training.	PIRL 900, Date of Program Entry PIRL 901, Date of Exit PIRL 1303, 1310,1315 Type of Training Service #1, #2, #3
G. WIOA PRIMARY INDICATORS OF PERFORMANCE		
1. Employment Rate (Q2) (Cohort Period: mm/dd/yyyy - mm/dd/yyyy)	The percentage of participants who are in unsubsidized employment during the second quarter after exit from the program.	PIRL 901, Date of Program Exit PIRL 923, Other Reasons for Exit PIRL 1602, Employed 2 nd Quarter after Exit Quarter
2. Employment Rate (Q4) (Cohort Period: mm/dd/yyyy - mm/dd/yyyy)	The percentage of participants who are in unsubsidized employment during the fourth quarter after exit from the program.	PIRL 901, Date of Program Exit PIRL 923, Other Reasons for Exit PIRL 1606, Employed 4 th Quarter after Exit Quarter

DEMONSTRATION GRANT OUTCOME MEASURES	DEFINITION	PIRL DATA ELEMENTS REQUIRED FOR AGGREGATION
3. Median Earnings (Cohort Period: mm/dd/yyyy - mm/dd/yyyy)	The median earnings of participants who are in unsubsidized employment during the second quarter after exit from the program.	PIRL 901, Date of Program Exit PIRL 923, Other Reasons for Exit PIRL 1704, Wages 2 nd Quarter after Exit Quarter
4. Credential Rate (Cohort Period: mm/dd/yyyy - mm/dd/yyyy)	The percentage of those participants enrolled in an education or training program (excluding those in on-the-job training (OJT) and customized training) who attain a recognized post-secondary credential during participation in the program or within one year after exit from the program.	PIRL 901, Date of Program Exit PIRL 923, Other Reasons for Exit PIRL 1303, 1310, 1315 Type of Training #1, # 2, # 3 PIRL 1332, Participated in Postsecondary Education During Program Participation PIRL 1401, Enrolled in Secondary Education Program PIRL 1406, Date Enrolled in Post-Exit Education or Training Program Leading to a Recognized Postsecondary Credential PIRL 1602, 1604, 1606, 1608 Employed 1 st , 2 nd , 3 rd , 4 th Quarter after Exit Quarter PIRL 1800, 1802, 1804 Type of Recognized Credential #1, #2, #3 PIRL 1801, 1803, 1805 Date Attained Recognized Credential #1, #2, #3
5. Measurable Skill Gains (Cohort Period: mm/dd/yyyy - mm/dd/yyyy)	The percentage of program participants who, during a program year, are in an education or training program that leads to a recognized post-secondary credential or employment and who are achieving measurable skill gains, defined as documented academic, technical, occupational, or other forms of progress, towards such a credential or employment.	PIRL 900, Date of Program Entry PIRL 901, Date of Program Exit PIRL 923, Other Reasons for Exit PIRL 1800, 1802, 1804 Type of Recognized Credential #1, #2, #3 PIRL 1801, 1803, 1805 Date Attained Recognized Credential #1, #2, #3 PIRL 1806, 1807, 1908, 1809, 1810 Date of Most Recent Measurable Skill Gain

DEMONSTRATION GRANT OUTCOME MEASURES	DEFINITION	PIRL DATA ELEMENTS REQUIRED FOR AGGREGATION
E. EFFECTIVENESS IN SERVING EMPLOYERS		
1. Retention with the Same Employer 2nd and 4th Quarter After Exit (Cohort Period: mm/dd/yyyy - mm/dd/yyyy)	The percentage of program participants who exit and are employed with the same employer in the second and fourth quarters after exit.	PIRL 901, Date of Program Exit PIRL 923, Other Reasons for Exit PIRL 1602, Employed 2 nd Quarter after Exit (WIOA) PIRL 1618, Retention with the Same Employer in the 2 nd Quarter and the 4 th Quarter (WIOA)

ATTACHMENT 8: SCC PERFORMANCE MEASURES, DEMO PIRL QPR AND RELATED PIRL

SCC Round 1 Grants Performance Measures

The SCC performance measures are not all reflected in the QPR. The WIPS system has the functionality to develop ad-hoc reports using the related PIRL data elements to aggregate SCC performance outcomes on behalf of grantees. We will make these reports available to grantees shortly after the reporting deadline.

SCC FOA	Demo PIRL QPR	Related PIRL Date Elements
SCC1: Participants Who Begin Education/ Training	C4: Received Education/Job Training Activities	PIRL 1302 Date Received Training #1
SCC2: Students Who Complete the Cohort Program of Study	C5: Completed Education/Job Training Activities	PIRL 1813 Date of Program Completion
SCC3: Students Who Complete the Cohort Program of Study and Receive a Credential	Not Included*	PIRL 1813 Date of Program Completion PIRL 1800 Type of Credential #1
SCC4: Credentials Received by Students Enrolled in the Cohort Program of Study	Not Included*	1800, 1802, 1804 Type of Recognized Credential #1, #2, #3
SCC5: Students who enter unsubsidized employment	Not Included*	2118 Date Entered Employment
SCC6: Students who enter training-related employment	Not Included*	2126 Entered Training Related Employment
SCC7: Incumbent workers who retain current position	Not Included*	2119 Incumbent Workers Retained Current Position
SCC8: Incumbent workers who advance to new position	Not Included*	2120 Incumbent Workers Advanced in 1st Qtr After Completion