

INDIAN AFFAIRS MANUAL

Part: 45

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2.1 Purpose. The purpose of this chapter is to provide Bureau personnel with guidance on the administration of grants provided to tribes under the **Indian Employment Training and Related Services Demonstration Act of 1992.**

2.2 Policy. It is the policy of Indian Affairs to encourage tribes to combine job placement and training funds received from the Department of Labor, the Department of Health and Human Services, and the Department of the Interior in order to coordinate services and reduce the administrative costs of such programs.

2.3 Authority. **25 U.S.C. §§ 3402 et seq.,** Indian Employment Training and Related Services Demonstration Act of 1992, Public Law 102-477, 106 Stat. 2302.

2.4 Responsibilities: Chief, Division of Employment Development.

A. Awards grants under the Indian Employment Training and Related Services Demonstration Act of 1992;

B. Provides statistical performance information to funding agencies for inclusion in various reports;

C. Provides technical assistance to tribes which have elected to combine grants under the demonstration program; and

D. Advises tribes which have expressed an interest in the demonstration program of the benefits of combining the administration of programs.

2.5 Demonstration Program Grants.

A. The Demonstration Program allows Indian tribes to combine contracts/grants for the operation of employment assistance, vocational training, and programs from other funding agencies into one program to reduce the overhead costs associated with managing multiple contracts/grants with similar program objectives. This method of providing funds to tribes does not affect the type or delivery of services provided to individuals.

B. The following programs are eligible for combination into a demonstration program grant:

- (1) Department of Labor:
 - (a) Welfare to Work;
 - (b) Summer Youth Program, Title II-B of the Job Training Partnership Act (JTPA); and
 - (c) Native American Program, JTPA, Section 401.
- (2) Department of Health and Human Services:
 - (a) Native Employment Works!;
 - (b) Temporary Assistance to Needy Families; and
 - (c) Child Care and Development Fund, including both discretionary and mandatory funds.

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(3) Department of the Interior:

(a) Adult Vocational Training;

(b) Direct Employment;

(c) Adult Education;

(d) Higher Education;

(e) Johnson-O'Malley;

(f) Social Services, including General Assistance and Tribal Work Experience Program; and

(g) Tribally designed programs under the Indian Self-Determination Act which relate to employment, training or related services.

C. In accordance with the Act, Tribes which choose to participate in demonstration program contracts must complete the progress report as shown in Illustration 1 and submit the report to the Chief, Division of Employment Development.

D. Tribes will include performance criteria in their grant plan, but the standards will vary depending on what has been negotiated with the Bureau.

P.L. 102-477 DEMONSTRATION PROJECT STATISTICAL REPORT			
Tribe: Name & Address		Report Period	ID Number
		From:	
		To:	
I. People Served/Outcomes (Employment & Training Services)			Number
A. Total Participants			
1. AFDC Participants			
B. Total Terminations			
1. Entered Unsubsidized Employment			
2. Completed Education/Training Objective			
3. Completed Other Plan Objective			
4. Other Terminations			
C. Total Current Participants			
II. Terminee Characteristics			
Characteristic	Number	Characteristics	Number
Male		High School Grad/GED	
Female		Post-High School	
Youth (14-21)		Barriers to Employment	
Adults (22 and over)		BIA General Asst. Recipient	
Dropouts		Veteran	
Students			
III. Program Activities and Services			
Activity	Number	Activity	Number
Classroom Training		Families Receiving Child Care	
On-the-Job Training		Children Receiving Child Care	
Supported Work Services		Ages 0 - 3 years	
Supportive Services		Ages 4 - 5 years	
Other Tribal Services		Ages 6 years and over	
Name of Tribal Contact Person for This Report		Phone Number	Date

Instructions for Completing the P.L. 102-477 Demonstration Project Statistical Report

The term “program” and P.L. 102-477 “project” are used interchangeably in the instructions that follow.

Identification Section

Provide the name and mailing address of the tribe, along with the report period and identifying number, if any, assigned by the relevant BIA grant or contracting officer.

I. People Served/Outcomes Section

This section covers both youth and adults receiving employment, training or education services. It does not include children provided with child care services.

- A. For purposes of this report, a participant is a person determined to be eligible for participation in the tribe's P.L. 102-477 project and who has begun to receive services, including formal assessment or employability planning services.

An AFDC participant is a participant who either was receiving AID to Families with Dependent Children (AFDC) assistance at the time of entry into the program or who receives AFDC during the time of participation in the program.

- B. For purposes of this report, “termination” includes any participant who has completed his or her program of services under the P.L. 102-477 project. The information recorded regarding the outcome for such a terminnee can be recorded at any point in the 90 day period following the person's termination from the program.

- (1) Entered Unsubsidized Employment is any job placement in a position not supported with funds from the program and not part of a supported work assignment. It can include self-employment.
- (2) Completed Education/Training Objective is the termination of a person who does not enter unsubsidized employment and does not complete any education or training objectives, but does successfully complete one or more of the objectives in the person's employability plan related to education or job-specific skill training.
- (3) Completed Other Plan Objective is the termination of a person who does not enter unsubsidized employment and does not complete any education or training objectives, but who successfully completes one or more of the other objectives of their participation as specified in the person's employability plan.
- (4) Other Terminations are terminations which cannot be classified into either of the three other categories.

Items I.B.(1), I.B.(2), I.B.(3) and I.B.(4) must total the same number as in Line I.B. Items I.B. and I.C. must total the same number as in Line I.A.

II. Terminee Characteristics

This section is used to record the characteristics of those persons who terminated from the program during the report period.

- S** A “Dropout” is a person not attending school at the time of entry into the program and who does not have a high school diploma or GED.
- S** A “Student” is a person who does not have a high school diploma or GED, but who is attending school at the time of entry into the program.
- S** A “High School Graduate/GED” individual is one who, at the time of entry into the program, does have a high school diploma or GED, but who has not had any formal post-secondary education.

- S A "Post-High School" person is one who, at the time of entry into the program, has had formal post-secondary education.
- S "Barriers to Employment" include a person's situation as an ex-offender, a substance abuser, one with an intermittent work history, one with a history of dependence on public assistance or another type of condition which makes it unlikely that the person would be able to successfully compete for an employment opportunity against other applicants without such barriers.

The total number of persons in all of the educational categories will equal the total number of terminees.

III. Program Activities and Services Section

This section is used to record the services which all participants are receiving or have received during their participation in the program. A person may be counted once for each category of services they receive during the reporting period.

- S Classroom training is any education or vocational training service normally conducted in a formal classroom setting. It includes adult basic education, GED preparation, post-secondary education, vocational education and training in job-specific skills.
- S On-the-job training is training conducted at a work site where the employer is reimbursed for such training through a formal contract with the program.
- S Supported work services involve work experience and training at a work site where the employer is not reimbursed for such services through a formal contract with the program. This includes work experience where the participant is paid directly by the program, as well as unpaid work experience for persons on public assistance.
- S Supportive services include such services as transportation, child care, work clothes and tools or similar services necessary to enable the participant to take part in the program, to seek employment or to adjust to a new job.
- S Other tribal services are services provided other than those described above. One example of such services would be those provided through a Tribal Employment Rights Office.
- S Families receiving child care is a count of the total number of family units provided with child care services which are funded through the tribe's approved P.L. 012-477 budget or which are funded as a result of the person's status as a present or former AFDC recipient (i.e., JOBS child care or transitional child care).
- S Children receiving child care is a count of the total number of such children served. The three age categories will add up to the total number of children shown receiving child care. These child care services include any such services provided through the program, regardless of whether the program's P.L. 012-477 budget includes funds from formal child care programs, such as the Child Care and Development Block Grant program. Note the requirement for additional details on child care described in the instructions for the narrative portion of the P.L. 012-477 report.