

# MICHIGAN DEPARTMENT OF ENERGY, LABOR & ECONOMIC GROWTH

## PY 2009 ETA WORKFORCE INFORMATION GRANT

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On June 12, 2009 the USDOL Employment and Training Administration (ETA) issued Training and Employment Guidance Letter No. 30-08. This Letter contains the Application Instructions for the Program Year 2009 Workforce Information grant. Michigan will receive a total of \$ 855,176 from this grant award, a reduction of 1.4 percent from PY 2008 levels.

ETA expects states to use workforce and labor market information (LMI) and data as the foundation for building and implementing sound workforce development strategies. State workforce boards, through their state LMI entities, should use the grant program to support immediate economic recovery while planning for long-term economic growth and stability. States are also encouraged to provide Recovery Act funds to their LMI entities to supplement this grant. Hiring new LMI staff or expanding needed workforce information resources are allowable uses of Recovery Act funds.

All states are to use a portion of these Workforce Information grant funds to:

- Populate the Workforce Information Database
- Produce industry and occupational employment forecasts
- Publish an annual economic analysis report for the Governor and state workforce board

The second portion of the grant funds is to produce customized workforce information products and services to support the 25 Michigan local workforce boards, and to develop research and analysis products to serve other key customers such as business, economic development, job seekers, and education. These grant activities are to be coordinated between the State Workforce Investment Board (Council for Labor and Economic Growth [CLEG]) and the State Workforce Agency (Department of Energy, Labor & Economic Growth [DELEG]).

DELEG's customers are aware of our information attributes. We:

- Manage the state's workforce information system
- Produce most state and regional labor market indicators on employment and unemployment, jobs by industry, wages, occupational and industry job forecasts, and more.
- Collect and analyze microdata and administrative databases
- Use established methodologies that allow for valid comparisons with other states and regions
- Maintain ongoing statistical systems rather than one-time ad-hoc surveys and reports

To receive grant funds from ETA, states must submit a grant Statement of Work Certification signed by the state workforce board chair. This certification and a transmittal letter signed by the designated state workforce agency administrator and the chairperson of the CLEG (or the Governor) is the approval mechanism for this grant package.

**Grant Purpose:**

To provide customized labor market information products and services to the local Workforce Development Boards, Michigan Works! Service Centers, employers, job seekers, economic development, and education.

**Contract Deliverables:**

The first two activities are standardized and comparable across all states. The remaining deliverables allow the state flexibility to address the relative priority of the desired products and services, while determining the form and content of the deliverable.

**Core Activities:**

- **Continue to populate the Workforce Information Database with state and local data**
  - DELEG populates the database with national, state and local economic and labor market data, such as population demographics, economic indicators, and labor market measures such as employment, industry, wage, and occupational information. This database is an integral part of the data engine which powers DELEG's Labor Market Information website.
  
- **Produce and disseminate industry and occupational employment projections**
  - DELEG generates industry and occupational projections (demand data) for the State and 18 Forecast Regions. These forecasts are widely used by local workforce development boards, community colleges, and service centers for program planning, aligning training with demand occupations, and for career information for students and incumbent workers. Specifically, DELEG will produce and disseminate:
    - Long-term 2008-2018 industry and occupational employment forecasts for Michigan.
    - Short-term 2009-2011 industry and occupational employment forecasts for Michigan

**Additional Activities:**

1. Publish an annual economic analysis report for the Governor and the state workforce board
2. Post products, information, and economic reports electronically on the DELEG workforce information website
3. Partner and consult on a continuing basis with local workforce investment boards and key economic development partners and stakeholders
4. Conduct special studies and economic analyses

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**NEEDED ACTION**

**Obtain signature of the CLEG Board chairperson and DELEG administrator on the ETA grant Statement of Work Certification. This will demonstrate consultation and coordination between the State Board and DELEG's Bureau of Labor Market Information & Strategic Initiatives.**

**This consultation and signature are mandatory for the receipt of federal funds under this grant.**