



Department of Labor and Training

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WORKFORCE INVESTMENT NOTICE: 09-04

TO: WORKFORCE INVESTMENT AREAS

FROM: Donna Treglia, Administrator-Workforce Investment Office

SUBJECT: Reporting Requirements under Section 1512 of the American Recovery and Reinvestment Act of 2009

DATE: October 13, 2009

1. PURPOSE. To provide initial guidance and clarifications on the information necessary to effectively implement the reporting requirements included in Section 1512 of the American Recovery and Reinvestment Act of 2009 (Recovery Act).

2. REFERENCES. [Office of Management and Budget Guidance M-09-21](#)
[Training and Employment Guidance Letter #1-09](#)
[TEGL 1-09, Change 1](#), [TEGL 1-09, Change 2](#)

3. BACKGROUND. President Barack Obama has called for an unprecedented level of transparency for how Federal dollars are being spent under the Recovery Act. Section 1512 of the Recovery Act outlines the reporting requirements which are essential to drive accountability for the timely, prudent and effective spending of Recovery Act funds.

Section 1512 requires recipients to report on the use of Recovery Act funding, and provide detailed information, such as:

- Total amount of funds received
- The amount spent on projects and activities
- A list of those projects and activities funded, including name, description, completion status and estimates of jobs created and retained
- Details on sub-awards and other payments

In addition, TEGL 1-09 provides information regarding details on who must submit reports, data that must be reported, how to file reports, when to file, the reporting/review timeline, how to manage the reporting process, how to ensure data quality, and reporting on job creation estimates.

4. ACTION. All recipients of Recovery Act funds are strongly encouraged to read the full OMB guidance and TEGL 1-09 as well as Changes 1 and 2. Section 1512 reporting is being coordinated with the Governor's Office of Economic Recovery and Reinvestment and information will be disseminated as appropriate.

5. TECHNICAL ASSISTANCE. Recordings of OMB webinars are available on the [Recovery Act website](#). Additionally, ETA plans to provide technical assistance, training and outreach to recipients and the State Workforce Investment Office will provide notification as information is received.

6. INQUIRIES. Questions regarding this WIN may be directed to [me](#) at 462-8784 or [Mavis McGetrick](#) at 462-8791.