

<b>TRAINING AND EMPLOYMENT NOTICE</b>	<b>NO.</b>
	<b>DATE</b>

**TO:** STATE WORKFORCE AGENCIES  
STATE WORKFORCE LIAISONS  
ONE-STOP CAREER CENTER LEADS  
ALL STATE AND LOCAL WORKFORCE INVESTMENT BOARDS

**FROM:** JANE OATES  
Assistant Secretary

**SUBJECT:** Joint Letter from the Employment and Training Administration (ETA) and the U.S. Department of Health and Human Services Administration for Children and Families (ACF) regarding youth subsidized employment opportunities under the Temporary Assistance for Needy Families (TANF) Emergency Contingency fund

**1. Purpose.** To encourage the public workforce system to partner with TANF agencies in their efforts to promote subsidized employment opportunities allowable under the American Recovery and Reinvestment Act's (ARRA) TANF Contingency funding for the creation and expansion of subsidized summer employment for low-income youth. To also encourage co-enrollment of youth in TANF and appropriate WIA programs so individuals can benefit from WIA services such as supportive services, occupational skills training, and other relevant services.

**2. Background.** The attached joint letter reflects the efforts of the U.S. Department of Labor and the U.S. Department of Health and Human Services to identify and explore areas of collaboration that support training and employment opportunities for low-income families, particularly opportunities to place eligible TANF participants in subsidized employment in the summer of 2010. It is our hope that this national partnership focused on subsidized employment will be modeled throughout state and local TANF and workforce agencies.

The need for this partnership comes at a critical time-- overall teen employment rate has remained devastatingly low, reaching levels not seen in 60 years. Unfortunately, according to a Bureau of Labor Statistics data, the proportion of young people employed in July 2009 was 51.4 percent. This is the lowest July rate for the series, which began in 1948.

While the WIA summer youth employment funding under ARRA has been nearly expended, significant TANF Emergency Contingency funding remains and TANF agencies can choose to commit some of those funds to subsidized employment programs for low-income youth.

In working with state and local TANF agencies, Workforce Investment Boards (WIBs) can access substantial joint resources in developing or expanding subsidized employment programs. Funds allocated to WIA can be used to provide training and employment services, including career guidance, skill assessments, case management, supportive services, basic skills and literacy training, and occupational training, as well as specific youth services such as work experience, leadership development opportunities, and mentoring. State and local WIBs have identified growing industries and occupations and developed relationships with employers in local communities. This can be a valuable resource when creating subsidized employment positions for low-income youth.

**3. Inquires.** Questions concerning this Training and Employment Notice should be directed to the appropriate regional office.

**4. Attachment.** See attached joint Dear Colleague letter.