



PY 18 PARTICIPANT AND PERFORMANCE REPORTING

Consistent with the Department of Labor’s (DOL) guidance published in Training and Employment Guidance Letter (TEGL) 10-16, Change 1 (PDF), the Employment Development Department established the participant reporting timeline for the Program Year (PY) 2018 *Workforce Innovation and Opportunity Act* (WIOA) Annual Report.

The following are key dates for PY 18 participant data reporting in CalJOBSSM and to the DOL:

DATE	ACTION
July 1, 2019	The EDD will request the California base wage and the WRIS files from the CalJOBS vendor and submit them for matching against the employer wage file.
July 19, 2019	Employer wage match data will be reported in CalJOBS.
July 30, 2019	All participant data must be reported in CalJOBS to meet the 30 day lockdown policy referenced in the Directive <i>CalJOBS Participant Reporting</i> (WSD13-11 [PDF]).
August 1, 2019	The EDD will begin to submit the 4 th quarter Participant Individual Record Layout (PIRL) file to DOL.
August 14, 2019	4 th quarter file due to DOL.
August 30, 2019	Last day for Local Workforce Development Areas (Local Areas) to input supplemental wage data, Measurable Skill Gains, and Credential Attainment data for participants included in the PY 2018 Annual Report.
August 30, 2019	Any Local Area with a Pay-for-Performance contract must submit the ETA 9174, Pay-for-Performance Report to wsbmanageperformance@edd.ca.gov .
September 3, 2019	The EDD will begin to submit the PY 2018 Annual PIRL file to DOL.
October 1, 2019	The PY 18 annual file due to DOL.
October 15, 2019	California Workforce Development Board approves and submits the California PY 18 Annual Report to DOL.

For those employed participants not found via the employer wage file matching, Local Areas must submit supplemental wage data no later than August 30, 2019. The need for supplemental wage data may not be apparent due to the lag in performance outcomes under

The EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.

the WIOA. However, if the agency predicts that base wage data will not be available, the data should be entered into CalJOBS as soon as possible following the close of the second and fourth quarters after exit from the program. Guidance related to acceptable supplemental wage data under the WIOA can be found in [TEGL 26-16 \(PDF\)](#).

The following are key dates to determine the participants included in the PY 18 Annual Report:

Time Periods for PY 2018 WIOA Annual Report performance	
Due Date: October 1, 2019	
Reporting Item	Time Period (Exit Cohort) to be Reported
Number Served (Reportable Individual)	7/1/18 to 6/30/19
Number Exited (Reportable Individual)	4/1/18 to 3/31/18
Funds Expended	7/1/18 to 6/30/19
Number Served (Participant)	7/1/18 to 6/30/19
Number Exited (Participant)	4/1/18 to 3/31/19
Employment Rate 2 nd Quarter After Exit	7/1/17 to 6/30/18
Employment Rate 4 th Quarter After Exit	1/1/17 to 12/31/17
Median Earnings 2 nd Quarter After Exit	7/1/17 to 6/30/18
Credential Attainment Rate	1/1/17 to 12/31/17
Measurable Skills Gain	7/1/18 to 6/30/19
Effectiveness in Serving Employers: Retention with the Same Employer	1/1/17 to 12/31/17
Effectiveness in Serving Employers: Repeat Business Customer	7/1/17 to 6/30/18

If you have questions related to this information, please contact the Program Reporting and Analysis Unit at wsbmanageperformance@edd.ca.gov. For CalJOBS system questions, please contact the CalJOBS Operations Unit at 916-653-0202 or caljobsadmin@edd.ca.gov.

/s/ JAIME L. GUTIERREZ, Chief
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