



Program Monitoring and Management

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Program Monitoring and Management

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Agenda for this session

- 1) Lessons Learned from the Past
- 2) Implementation Plan Expectations
- 3) Practitioner “How to” Perspective
- 4) Tools, Resources and Questions



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Lessons Learned from the Past / GAO Study

- 1) Significant underreporting of administrative costs
- 2) Payments to employers not in accordance with contract requirements
- 3) Overpayments when training was complete
- 4) Little oversight of sub-grantees



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What are the Lessons Learned?

- 1) **Be Proactive - Set Policies and Procedures**
- 2) **Integrate responsibilities at the grantee and sub-grantee levels**
- 3) **Course Correct – Implement a corrective actions process**
- 4) **Be Accountable – Monitoring should verify the intensity of training and reasonableness of reimbursement**



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Key Implementation Plan Requirements

- 1) In the Program Design/Service Delivery Management section, we want you to describe the key entities responsible for reporting, monitoring and fiscal accountability at the grantee level to DOL, and at the sub-grantee level if appropriate.
- 2) In the Program Design section on Sub-grants and contracts we want you to describe the selection and management of any sub-grants you expect to award, or contracts you will create.
- 3) This should also include grantee policies related to procurement and monitoring.
- 4) In the Partners and Intermediaries Outreach section, we would like to know how you will use community resources to recruit the most eligible trainees and willing employers.



ETA Technical Assistance and Monitoring

- In addition to your monitoring of sub-grantees, your ETA regional offices will be monitoring you as the grantee.
- A Supplement to the regular Core Monitoring Guide that is used for all WIA programs is in development and will be provided to you prior to a monitoring visit.
- This supplement, and the Core Guide, can provide the prime grantee with lots of questions you can use in your own procedures for sub-grantees.
- Your Regional FPO is there to help you – call on them for technical assistance as you complete your plan.



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Practitioner “How To” Perspective

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