

state's public assistance program, or may have little work history. This particular age group often populates as much as twenty percent of a state's basic assistance caseload. The Departments anticipate that these participants will be swept up in the state's extensive recruiting efforts beginning July 1, 2009 due to the expanded age criteria for summer youth employment. However, at the end of the program, when most participants return to school, these out-of-school clients risk dropping out of key services and need additional efforts to discourage their extended dependency on public assistance. These young adults may require special planning and an array of services from the states supplied by both the TANF and DOL/ETA agencies. If planning is insufficient, this group may be referred to services inappropriate for their age group, or parental responsibilities could cause them to drop out rather than continue participating in a subsequent program.

3. Target Audience: The intended audience includes individuals with policymaking authority within the state from TANF, Labor, and other agencies that provide services to this young adult cohort. Members of the Shared Youth Vision partnership, workforce system representatives, and other interested community based group representatives should also consider participating in this conference. At a minimum, state teams should be represented by multiple agencies collaborating around programs and services for youths 22-24 years old. The Departments propose teams consist of three TANF state administrators and up to three partner representatives who have a vested interest in serving this cohort.

4. Meeting Site and Hotel Accommodations: The meeting will be held at the Sheraton Harborside, 250 Market Street, Portsmouth, New Hampshire. Meeting dates are July 20-21, 2009. Guest rooms are available for the evening of July 20, 2009 at the conference rate of \$132 per night plus tax. The cut off date for hotel registration is July 10, 2009.

Hotel reservations are the responsibility of each attendee. Attendees must call the hotel at (603) 431-2300 **no later than Friday, July 10, 2009**, and request a room reserved under "Health and Human Services" to secure a room at the conference rate. After July 10, special rates and/or availability cannot be guaranteed. Please provide a major credit card when making reservations to guarantee a room. Room and tax charges, along with all incidental charges, are the responsibility of each individual and must be paid upon departure.

5. Registration: The Departments request that states form their teams prior to registration, and that teams register as a group. Teams should consist of four members minimum, and six members maximum. States limiting attendance to only one or two participants will have insufficient representation to meet conference goals. In order for this conference to meet its intended goals, we advise against a state sending only one or two participants. We will be working in state teams and desire a wide range of state representation.

Because the Region 1 HHS and ETA offices cover different states, the registration process differs for the New England states and the four remaining states in ETA's Region 1 (New York, New Jersey, Puerto Rico the Virgin Island).

For each New England state, the HHS TANF partner will be responsible for registering its team once it has been constituted. The HHS TANF partner will then send information concerning the registration process directly to team members.

For New York, New Jersey, Puerto Rico, and the Virgin Islands, please constitute your team, and then provide the following information to Ms. Lee Reynolds at reynolds.tricia@dol.gov: name of participant, contact information, and agency affiliation for all team members, and indicate which team member will serve as the point of contact. Ms. Reynolds will work with our Region 1 HHS partner to register these four teams.

Currently, DOL/ETA does do not anticipate funding to reimburse travel and lodging but encourages you to use ARRA funds for your participation costs.

6. Inquiries: Please contact Ms. T. Lee Reynolds at (617) 788-0130 or via email at reynolds.tricia@dol.gov if you have any questions concerning this conference.

A handwritten signature in black ink, appearing to read "Holly C. O'Brien". The signature is fluid and cursive, with the first name "Holly" being particularly prominent.

Holly C. O'Brien
Acting Regional Administrator