

# U.S. Department of Labor

Employment and Training Administration  
Sam Nunn Atlanta Federal Center  
Room 6M12 - 61 Forsyth Street, S.W.  
Atlanta, Georgia 30303



REGION 3 WIA AND SWA ISSUANCE NO. 05-09

**SUBJECT:** Training on How to Provide Market-Valued Credentials and Improve WIA Performance Outcomes for Youth Participants

1. Purpose. To announce the Atlanta Regional Office's September 21, 2005, Performance Enhancement Project (PEP) training session on the "Essentials on Credentials" for Workforce Investment Act (WIA) programs.
2. Background. The Department established PEP to provide technical assistance and training to states and local areas to improve performance under WIA. The technical assistance and training provided through PEP will be delivered by Public/Private Ventures, a national nonprofit organization whose mission is to improve the effectiveness of social policies, programs and community initiatives, especially as they affect youth and young adults.

The "Essentials on Credentials" session will instruct state and local WIA staff on ways to provide market-valued credentials to youth participants. This interactive workshop will give attendees practical information on ways to provide training leading to credentials that will engage youth, be valued by employers and fulfill performance goals.

Attendees will learn how to:

- Take stock of how they are doing in providing credentials for youth participants and where there are opportunities for improvement.
- Explore training paths and program components that lead to successful employment and attainment of credentials.
- Identify training providers and partners who can successfully enable young people to complete training that leads to credentials and retain employment in careers of interest.
- Identify ways to meet the current and common performance measures related to credentials.

The workshop will include opportunities for discussion, addressing challenges and planning, especially for older and out-of-school youth. Successful strategies used by other organizations will be shared. Tools to help participants strengthen programs will also be included in the training session.

The session will be conducted on September 21 from 9 a.m. to 4 p.m. Please contact Anna Thomas of ETA's Atlanta Regional Office if you should require additional information about this session. She can be reached at 404.562.2095 or by e-mail at [thomas.anna@dol.gov](mailto:thomas.anna@dol.gov).

3. Additional Information. The “Essentials on Credentials” training session will be held on September 21 at the **Holiday Inn Atlanta-Airport North**, 1380 Virginia Ave., Atlanta, Georgia. Program administrators and staff who are involved in the design and administration of WIA credential-based programs are encouraged to attend the one-day session.

Each individual interested in attending this session should register his or her attendance by faxing a completed registration form to Anna Thomas at 404.562.2150 by the close of business on September 10, 2005. **Please note that participation in this session is limited to 50 individuals. Registrations will be processed on a “first-come, first-served” basis.** Please refer to the attached handout for details concerning the September 21 session, information on the registration process (including the registration form), and hotel accommodations.

A block of rooms will be held under the name “*U.S. Department of Labor – Essentials on Credentials*” at the special group rate of \$113.00 per night, plus a 13% sales tax. To reserve a room, please call the hotel directly at 404.762.8411 **no later than September 10** and identify yourself as part of the above-stated room block to receive the special rate. After this date, this special rate and/or availability cannot be guaranteed. Please provide a major credit card when making your reservation to guarantee your room. Room and tax charges, along with all incidental charges, are the responsibility of each individual and must be paid upon departure.

4. Action. Recipients of this issuance should make it available to appropriate staff. Also, each state interested in sending one or more staff members to this session should register each attendee by faxing completed registration forms to Anna Thomas at 404.562.2150.

5. Inquiries. Questions regarding this issuance should be directed to the Office of Systems Support, Attn.: Stephen Dean or Anna Thomas, by phone at 404.562.2095, or by e-mail at [Dean.Stephen@dol.gov](mailto:Dean.Stephen@dol.gov) or [Thomas.Ann@dol.gov](mailto:Thomas.Ann@dol.gov).

6. Expiration Date. September 22, 2005.



HELEN N. PARKER  
Regional Administrator