

**TO: Executive Committee**

**DATE: 01/05/09**

**FROM: WIB Staff**

**For Action**

**For Information**

**For Discussion**

**SUBJECT: Community-Based Job Training Grant 1% Rescission**

**PROPOSED MOTION(S): Information only.**

**DISCUSSION: The attached letter was received from the Department of Labor (DOL) Employment and Training Administration (ETA).**

**The letter states that Continuing Appropriations Resolution, 2007, P.L. 110-5, requires ETA to rescind 1% (\$18,504.00) of the funding award that we received to train Licensed Vocational Nurses.**

**There are 6 partners participating in the \$1.8 million dollar Grant. One percent is being removed from each partner's budget. All contracts will be amended to reflect this rescission.**

**ATTACHMENT(S):  
Letter from ETA**



September 25, 2008

Community-Based Job Training Grantees:

The purpose of this letter is to inform you of an action that the Employment and Training Administration (ETA) is required to take that will affect some Community-Based Job Training (CBJT) grantees. The Revised Continuing Appropriations Resolution, 2007, P.L. 110-5, requires ETA to rescind funds from the Fiscal Year 2007 Advance fund year source, the funding stream used to fund the second CBJT grants Solicitation for Grant Applications (SGA); this rescission is also applicable to several other programs funded through this funding stream. To comply with this requirement, ETA will be reducing the funding awards of each of the grantees that received awards through the second CBJT grants SGA by one percent of the total funds that each grantee received.

ETA is applying the rescission proportionally to all CBJT grants funded through the second CBJT SGA to minimize the impact of the rescission on any individual grantee, and to ensure a fair, uniform process for implementing this rescission. Based on the size of the grants awarded through the second CBJT grants SGA, ETA anticipates that each grantee will have their original grant award reduced by approximately \$10,000 to \$25,000, so the impact on each individual grantee should not be severe. ETA will be completing this reduction in the next seven to 10 days through unilateral modifications, which will be sent to grantees reflecting the new award amounts. Once these modifications are complete, grantees will need to submit updated budget forms (SF-424A forms) along with revised budget narratives reflecting the updated award amounts to their Federal Project Officers (FPOs). Grantees have discretion in determining the specific line item(s) from which they reduce funds. The updated budget forms will then be incorporated into grant agreements through formal modifications.

ETA regrets that it must implement this rescission. Since all grantees funded through the second CBJT grants SGA have at least 15 months left in their periods of performance, and the reductions in funding are only one percent of the total grant award, ETA is hopeful that there will be minimal impact on each grantee.

Thank you for your efforts to comply with this requirement. If you have any questions about this matter, or next steps that ETA or grantees will take, please contact your FPO.

Sincerely,



Chari Magruder

Grant Officer, Community-Based Job Training Grants  
Employment and Training Administration