

	New Jersey Workforce Innovation Notice		WD-PY22-10
	Issued By:	Workforce Development Division of Career Services	
	Approved By:	Dr. Yolanda Allen, Assistant Commissioner Workforce Development	
	Issued Date:	March 24, 2023	

SUBJECT: Data Validation Requirements for Workforce Innovation and Opportunity Act (WIOA) Title I Programs

EFFECTIVE DATE: This NJWIN is effective **Immediately**.

POLICY RESCISSIONS: This policy rescinds and replaces NJWIN 2-16 effective **immediately**.

FOR MORE INFORMATION: Questions about this policy may be directed to WIOAPOLICY@dol.nj.gov.

Purpose

To provide an overview of the Data Validation requirements that New Jersey Department of Labor (NJDOLE) conducts across One Stop Career Center programs, specifically for programs under Title I of the Workforce Innovation Opportunity Act (WIOA), Wagner-Peyser, Trade Act Assistance (TAA) and Jobs for Veterans' State Grants (JVSG).

Overview

Data Validation conducts two separate functions: report validation (RV) and data element validation (DEV). RV checks the accuracy of the state calculations used to generate the USDOL quarterly and annual performance reports as submitted through the Workforce Integrated Performance System (WIPS). DEV consists of a desk audit and file review for compliance with federal definitions and documentation of reported data elements.

Title I (Adult, Dislocated Worker, and Youth)

The primary method for RV is system edit checks in WIPS. DEV is an annual activity conducted by Workforce Research and Analytics Data Validation Unit (DVU). Random samples of Participant Individual Record Layout (PIRL) data generated for the most recent annual report (ETA 9169) are reviewed. A desk audit of a minimum of 20 records from each local area for Title I funding streams (Adult, Dislocated Worker and Youth) is conducted against the 24 data elements contained in TEGL 7-18 (Guidance for Validating Jointly Required Performance Data). From this, 10 records from each local area for each Title I funding stream are selected for file review with an emphasis placed on compliance with eligibility and outcome documentation. Annual DEV is to be completed prior to annual report certification. In addition, Quarterly Report Analysis (QRA) analysis of failing measures is conducted quarterly (see text box on next page).

Wagner-Peyser: Wagner-Peyser DEV consists of an annual desk audit of 25 random samples of participants from data generated for the annual report.



Quarterly Report Analysis (QRA)

The USDOL has established the QRA to address data expectations where logical validation cannot be applied and graphically places state results in context for Title I and Wagner-Peyser programs. The QRA is designed to address both compliance issues and state/local area strategic objectives. The DVU analyzes all failing QRA measures across Title I and Wagner Peyser programs. Through this analysis, DVU identifies both (1) America's One Stop Operating System (AOSOS) to PIRL mapping issues, and (2) local data entry issues. Mapping issues are addressed with the system vendor. Local area data entry and/or policy issues are referred to the WIOA Program Oversight and Development (POD) unit of Workforce Development, the Garden State Employment and Training Association (GSETA) MIS committee and/or specific local areas.

JVSG: JVSG DEV consists of an annual desk audit of 10% of participant records from data generated for the annual report.

TAA: TAA validation consists of reviewing data elements from 10% of participant records contained in the TAA Data Integrity (TAADI) tool. Both exited and active participants are reviewed against AOSOS records and the Trade Act Data Application (TADA) case management system. Emphasis is placed on failing TAADI measures.

References:

- [TEGL 7-18 Operating Guidance for WIOA](#)
- [TEGL 23-19 Change 1 Guidance for Validating Required Performance Data](#)
- <https://www.dol.gov/sites/dolgov/files/ETA/advisories/TEGL/2019/TEGL%2023->
- Workforce Innovation and Opportunity Act, Pub. L. 113-128
- WIOA Joint Rule for Unified and Combined State Plans, Performance Accountability, and the One-Stop System Joint Provisions, 81 Fed. Reg. 55792 (Aug. 19, 2016)
- WIOA Joint Performance Accountability Information and Reporting System, OMB Control Number 1205-0526
- [TEGL 19-16 Guidance on Services Provided Through Adult and Dislocated Worker Programs under WIOA](#)
- [TEGL 10-16 Change 2 Performance Accountability Guidance for WIOA Core Programs](#)
- DOL-only Performance Accountability, Information, and Reporting System (OMB No. 1205-0521)
- <http://www.doleta.gov/wioa>
- [http://www.doleta.gov/performance Data Validation | U.S. Department of Labor \(dol.gov\)](http://www.doleta.gov/performance>Data%20Validation%20%7C%20U.S.%20Department%20of%20Labor%20(dol.gov))

