

JOBS FOR VETERANS' STATE GRANTS

(OMB Control Number: 1225-0086)

The Jobs for Veterans' State Grants (JVSG) are mandatory, formula-based staffing grants to States (including DC, PR, VI and Guam). The JVSG is funded annually in accordance with a funding formula defined in the statute (38 U.S.C. 4102A (c) (2) (B) and regulation and operates on a fiscal year (not program year) basis, however, performance metrics are collected and reported quarterly on a Program Year basis (as with the ETA-9002 Series). Currently, VETS JVSG operates on a multi-year grant approval cycle modified and funded annually.

In accordance with 38 U.S.C. § 4102A(b)(5) and § 4102A(c), the Assistant Secretary for Veterans' Employment and Training (ASVET) makes grant funds available for use in each State to support Disabled Veterans' Outreach Program (DVOP) specialists and Local Veterans' Employment Representatives (LVER) staff. As a condition to receive funding, 38 U.S.C. § 4102A(c)(2) requires States to submit an application for a grant that contains a State Plan narrative, which includes:

A. HOW THE STATE INTENDS TO PROVIDE EMPLOYMENT, TRAINING AND JOB PLACEMENT SERVICES TO VETERANS AND ELIGIBLE PERSONS UNDER THE JVSG;

Idaho covers a large geographic area with limited funding making it unfeasible to station a DVOP in every local office. In order to improve employment outcomes for veterans, the IDOL strategically stations our DVOP's and LVER throughout the state. In 2019, the agency reorganized its service delivery organization. Seven offices located in Kootenai County, Lewiston, Canyon County, Boise, Magic Valley, Pocatello and Idaho Falls serve as central coordinators for all department veterans services activity within their geographic regions. DVOP staff are primarily assigned to local offices with the highest numbers of registered veterans. Another factor considered is whether or not an area has a large educational institution that can translate to large numbers of Vocational Rehabilitation and Employment (VR&E) participants.

IDOL employs a full-time regional Local Veterans Employment Representative (LVER) who works in the largest labor market area in the state: Boise/Meridian/Nampa. There is also a full time DVOP presence in the Boise and Canyon County offices. In rural areas of the state where fewer veterans reside, IDOL assigns DVOPs on a half-time basis. Idaho has two half-time individuals (20 hours/week) performing DVOP functions and the other 20 hours in Employment Services (ES) or Workforce Innovation and Opportunity Act (WIOA) duties. In an effort to ensure that all veterans have access to our most knowledgeable resource, a DVOP conducts monthly outreach to rural areas of the state where there is no permanently stationed DVOPs to provide individualized career services to veterans with significant barriers to employment (SBEs).

Our DVOPs work closely with the state's Employment Services (ES) staff. The ES staff are trained to work with employers and to provide job developments, and recruit veterans for employment. Our DVOP staff also maintain a list of job ready veterans for our LVERs to use during employer visits. The LVERS review the veteran's resume and case management file to ensure appropriate referrals are made to employers.

IDOL utilized Special Initiative (SI) funding from its JVSG grant to support three LVERs and a consolidated DVOP position throughout the state. The north, east and southwest areas of the state implemented the LVER positions, while the consolidated DVOP/LVER position resides in the southeast Idaho. The SI LVERS perform the same LVER functions as outlined in sections b

and c. Splitting time between DVOP and LVER duties, the consolidated position not only provides services to veterans and eligible persons but also conducts business functions. This position also serves as the local Wyakin Foundation outreach person

These are limited-service positions which will not continue once the Special Initiative funding is exhausted. However, if Idaho veterans demonstrate the need, the agency may incorporate three consolidated positions into its annual JVSG grant submission, to be placed in the northern, eastern and southwestern areas of Idaho.

Front desk staff are instructed to ask the veteran or veteran's spouse, to complete an intake form to determine eligibility for DVOP services or if a referral to an Employment Services consultant is appropriate.

A veteran who enters an Affiliate American Job center with a half-time DVOP Specialist receives the same services as a veteran who enters one of the state's larger American Job Centers with full-time grant-funded staff. If a veteran is in need of more than core services from one of the AJC offices without an assigned DVOP Specialist, they are assessed by staff to determine if a referral to the nearest DVOP Specialist is appropriate. An appointment is made during their next rural office visit where they will receive all the services available in the larger offices.

The state's shared internal website for all department staff includes enhancements that allow AJCs without a DVOP Specialist to provide the same information available in offices with veterans' staff. This tool is available to all DVOP Specialists as well as managers and other employment services staff who serve veterans. All training documents are uploaded to the internal website for all AJC staff to view.

B. THE DUTIES ASSIGNED TO DVOP SPECIALISTS AND LVER STAFF BY THE STATE;
SPECIFICALLY IMPLEMENTING DVOP AND LVER DUTIES OR ROLES AND RESPONSIBILITIES
AS OUTLINED IN 38 U.S.C. § 4103A AND 4104. THESE DUTIES MUST BE CONSISTENT WITH
CURRENT GUIDANCE;

Duties of the DVOP

DVOP staff provide the full array of workforce services to veterans with significant barriers to employment (SBEs) and eligible persons with their primary focus on providing individualized career services to those veterans indicated in the most current guidance. DVOP staff utilize the case management approach to serve veterans with barriers to employment and with special workforce needs. These services include, but are not limited to:

- Outreach to locate veterans in need of individualized career services; Assessment, including a documented plan of service (Individual Employment Plan (IEP));
- Counseling/group counseling and career/vocational guidance;
- Referral of veterans to supportive or remedial services;
- Promoting VR&E and WIOA services to eligible veterans and other eligible persons;
- Referral of veterans to job focused and outcome-driven training, certification;
- Job development services;
- Development of VA funded Special Incentive and On-the-Job-Training for V&RE participants; and
- Referral of veterans to employment opportunities.

Many of the state's AJC managers have attended NVTI training and are keenly aware of the role of the DVOP specialist. They promote priority of service for covered persons, through training and facilitation, in all federally funded programs, primarily Wagner-Peyser and WIOA. All office staff are familiar with the full array of veteran services and are instructed to provide priority of service to qualified covered persons.

All local offices train non-grant-funded staff to refer to the department's internal website to provide basic veterans information. The IDOL website also has a veterans' link specifically to help the self-service veteran navigate through the job search functions as well as the services available to them.

Non-grant-funded AJC staff are trained to triage customers and screen for veteran status as they arrive. Staff assess for career services such as job referral, resume assistance, job search guidance, the need for layoff assistance or more intensive WIOA services. If the assessment indicates a need for more than just core services and the veteran is eligible to meet with a DVOP, they are referred to the DVOP. The DVOP informs the veteran of all the available services and determines if enrollment in WIOA is beneficial and appropriate. The DVOP concentrates his or her efforts on serving those veterans who have special employment and training needs by focusing on the facilitation of individualized career services through case management.

Duties of the LVER

The Local Veterans Employment Representative (LVER) according to the most current guidance must perform only the duties outlined in 38 USC 4104 (b), which states, "the LVER's principle duties are to:

- (1) conduct outreach to employers in the area to assist veterans in gaining employment, including conducting seminars for employers and, in conjunction with employers, conducting job search workshops and establishing job search groups; and
- (2) facilitate employment, training and placement services furnished to veterans in a State under the applicable State employment service delivery systems.

Therefore, the LVER is assigned duties that promote to employers, employer associations, and business groups the advantages of hiring veterans. When employer outreach is primarily accomplished by a "business services team" or like entity, the LVER must be included as an active member of that team. The LVER advocates for all veterans served by the AJC with business, industry, and other community-based organizations by participating in appropriate activities such as:

- Planning and participating in job and career fairs;
- Conducting employer outreach;
- In conjunction with employers, conducting job searches and workshops, and establishing job search groups;
- Coordinating with unions, apprenticeship programs and businesses or business organizations to promote and secure employment and training programs for veterans;
- Informing federal contractors of the process to recruit qualified veterans;
- Promoting credentialing and licensing opportunities for veterans; and
- Coordinating and participating with other business outreach efforts.

Duties of the consolidated position:

The consolidated position will have the same role and responsibilities as the DVOP and LVER listed above. The only difference will be the time spent in each position. It will vary but be approximately 20 hours performing DVOP duties and 20 hours performing LVER duties each week.

C. THE MANNER IN WHICH DVOP SPECIALISTS AND LVER STAFF ARE INTEGRATED INTO THE STATE'S EMPLOYMENT SERVICE DELIVERY SYSTEM OR AMERICAN JOB CENTER;

In order to initiate services through the One-Stop system, all veterans are registered in the IdahoWorks system (IDOL's automated customer registration and job matching system). Because this job matching system relies heavily on the information supplied by customers, veteran registration files are routinely reviewed for completeness and for opportunities to update experience or newly acquired job skills. Those veteran customers with registration files needing additional information are contacted via e-mail, telephone, or mail and offered assistance in completing their registration record, and are informed of available services and invited to contact the office for further assistance.

Intake forms listing significant barriers to employment (SBE) are handed to veterans at the intake desk. If an SBE is indicated the veteran is routed to see a DVOP. If no barrier is indicated the veteran is routed to see an ES staff person.

DVOPs attend ES and WIOA meetings on a regular basis and make appropriate referrals to WIOA staff and at times Incarcerated Veterans Transition Program (IVTP) participants are dual enrolled in WIOA.

They also keep a list of job ready veterans that is available to all ES staff for appropriate job referrals.

Other partners are made aware of the services available from a DVOP through outreach. Partners are invited to visit local offices to see the services available directly.

IDOL has one strategically placed regional LVER whose primary job is to conduct outreach, promote job developments with local employers, and market our services to those employers. The LVER is tasked with performing job development and employer outreach with the ultimate goal of facilitating employment opportunities for veteran job seekers. The LVER works with other organizations to jointly host events such as job search workshops and hiring events in local offices. Since our LVER fills a regional role, he works with employers and employer groups in a large geographical area. He markets veterans to employers using IDOL's marketing materials.

The LVER periodically visits employers within his area of responsibility to explain the benefits of using IDOL services and to remind them of the benefits of hiring veterans as well as the availability of a job-ready pool of highly trained veterans. He attends quarterly employer committee meetings held by various AJC's throughout the state to promote the hiring of available veterans. Idaho strives to gain an intimate knowledge of employer practices and review the services available to them from the Department.

The LVER works closely with our ES staff to promote the hiring of veterans to private and public employers. During these outreach visits, the LVER informs the employer about the services that IDOL provides, including DVOP services. ES staff also create employer awareness of this program and the duties of both the DVOP specialist and LVER. This joint effort opens the door to

the LVER to work with these employers to create potential veteran job development opportunities.

The IDOL mails or hand delivers veteran/employer information packets to employers. The intended result is to share with the employer community the benefits of hiring veterans and to encourage employers to announce their job openings through IDOL, where veterans have priority to apply for the jobs for which they qualify. The consolidated position performs both the LVER and DVOP duties as described above.

D. THE INCENTIVE AWARD PROGRAM IMPLEMENTED USING THE 1% GRANT ALLOCATION SET ASIDE FOR THIS PURPOSE, AS APPLICABLE;

1. Idaho will use up to 1 % of the JVSG on incentive awards. These awards are designed to recognize service that is beyond normal expectations to Veterans and the Veteran community.
2. The annual incentive award is announced in our agency's monthly newsletter each year. This incentive program encourages individuals to achieve excellence and promote original thinking in the provision of services to Veterans and/or to demonstrate improvements to the system for the delivery of such services by offering the most deserving the opportunity to attend the annual NASWA VETS conference held in D.C.
3. The costs of these individual trips will not exceed \$3,000.00. And all the trips provided will not exceed 1% of the incentive award amount of \$8,440.00 or subsequent incentive award amount totals.
4. IDOL will administer the funds. Cash awards are not utilized, rather each award winner will be provided an official trip to the NASWA National Veterans Conference.
5. Each award winner (3-4 per year, depending on the budget) will be provided official travel to include flight, mileage, hotel and government per-diem trip to the NASWA National Veterans Conference held in Washington DC. The monetary amount of each award will be adjusted accordingly to stay within the allocated budget.
6. Eligible nominees are individuals providing employment, training, and placement services to Veterans under the Workforce Innovation Opportunity and Act (WIOA) or through an employment service delivery system in accordance with Wagner-Peyser, as well as Disabled Veterans Outreach Program Specialists, Local Veteran Employment Representative(s) and consolidated positions for excellence in the provision of such services or for having made demonstrable improvements in the provision of such services to Veterans.
7. Any individual may nominate an eligible individual whose efforts they believe have made a substantive improvement in the delivery of services to Veterans or whose exemplary service to Veterans during the program year merit consideration for an award. The goal is to recognize truly outstanding service to Idaho's Veteran community.
8. Nominations must be sent to the attention of the State Veterans' Coordinator.
9. Employees who demonstrate outstanding outreach and effectiveness at providing employment and training services to hard-to-serve Veterans such as homeless Veterans will be considered. The criteria will not rely solely on performance data and will include among other factors, attitude, motivation, program improvement, and feedback from job

seeking and business customers. These factors will be considered along with any quantitative data that is available.

10. Selection criteria: How much impact did the actions by the nominee have:

- Submit one or two paragraphs explaining why the employee was nominate

11. Process:

- Solicitation for entries are made Department-wide, submissions are e-mailed and reviewed by the State Veterans Coordinator for eligibility and completeness.
- A selection committee consisting of a representative from each of the following:
 - * One area manager
 - * Two managers
 - * One central office employee
 - * One ES staff member
- The selection committee reviews individual submissions and each member assigns a point score from 0 to 20. Scores assigned by committee members are discussed and then tabulated. The winners are selected from the highest scores.
- The State of Idaho, Department of Labor administers the Award funds.
- The selection process and awards notification takes place in the 3rd quarter (April-June) of the Federal Program Year. The award selection, award amounts and any funds used are reported on the 3rd and 4th quarter Technical Performance Narrative. All funds are to be obligated by September 30 and spent by December 31. An annual Incentive Awards report on those obligations or expenditures will be provided with the fourth quarterly report.

IDOL will provide an annual incentive award report IAW VPL 07-19 or most updated policy guidance on this subject.

E. THE POPULATIONS OF ELIGIBLE VETERANS TO BE SERVED, INCLUDING ANY ADDITIONAL POPULATIONS DESIGNATED BY THE SECRETARY AS ELIGIBLE FOR SERVICES, AND ANY ADDITIONAL POPULATIONS SPECIFICALLY TARGETED BY THE STATE WORKFORCE AGENCY FOR SERVICES FROM ONE-STOP DELIVERY SYSTEM PARTNERS (E.G., NATIVE AMERICAN VETERANS; VETERANS IN REMOTE RURAL COUNTIES OR PARISHES);

IDOL's DVOP specialists involve themselves in their communities in many ways to make veterans aware of the benefits, employment and training services available to them. Monthly outreach to the homeless shelters in their areas is an activity that enables the DVOP to complete outreach and provide individualized career services to those veterans that have no mode of transportation. Many of these veterans have the need for individualized career services that are provided by our DVOPs. Those who just need core services such as job search, and resume assistance are referred to AJC employment consultants.

DVOPs serve the following population of veterans per VPL 03-14 change 1 and 2 and VPL 03-19 or current guidance.

- A special disabled or disabled veteran, as those terms are defined in 38 U.S.C. 4211(1) and (3); Special disabled and disabled veterans are those:

- Who are entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Secretary of Veterans Affairs' or,
 - Were discharged or released from active duty because of service connected disability.
- Homeless as defined in Section 103(a) and (b) of the Stewart B. McKinney Homeless Assistance Act (42 U.S.C. 11302(a) and (b) as amended;
 - A recently separated service member, as defined in 38 U.S.C. 4211(6), who has been unemployed for 27 or more weeks in the previous 12 months; i.e. the term of unemployment over the previous 12 months remains 27 weeks; however, the requirement of 27 consecutive weeks is eliminated;
 - An offender, as defined by WIOA Section 3 (38), who is currently incarcerated or who has been released from incarceration, i.e. the expanded definition of SBE includes eligible veteran or eligible spouse who is currently or was formerly incarcerated by removing the within the last 12 months requirement.;
 - Lacking a high school diploma or equivalent certificate; or
 - Low-income individual (as defined by WIOA Section 3 (36).
 - Veterans aged 18-24
 - Vietnam-era Veterans
 - Transitioning members of the Armed Forces who have been identified as in need of intensive services (now referred to as individualized career services);
 - Members of the Armed Forces who are wounded, ill, or injured and receiving treatment in MTFs or WTUs; and
 - The spouses or other family caregivers of such wounded, ill, or injured members.

The VR&E National Technical Assistance Guide (TAG) formalized a partnership and process that has been in place in Idaho for years. However, when the TAG was released, the IDOL worked closely with the VA VR&E and our DVET to update our local agreement. The Idaho Memorandum of Understanding (MOU) was finalized and signed in July 2017. The IDOL's central point of contact for the VR&E program is the Individualized Career Services Coordinator (ICSC), a half-time position filled by a full-time DVOP. The ICSC is out-stationed at the Boise VA Regional Office, but veterans enrolled in the VR&E program are referred to Idaho DVOPs from counselors assigned to Spokane, Seattle, and Salt Lake City. The ICSC or assigned DVOP provides Labor Market Information (LMI) as part of the vocational evaluation process. The VA VR&E develops a rehabilitation plan and then approximately 90 days prior to the participant's expected completion of training or education, the VR&E office completes a Job Ready Assessment and refers the veteran to the IDOL ICSC or appropriate DVOP for individualized career employment assistance. The VA VR&E office and IDOL jointly monitor the job seeking process to determine when the veteran has entered employment and when the veteran can be considered "rehabilitated."

The IDOL operates under a signed Memorandum of Understanding (MOU) on "Services Available to Veterans in Idaho who served in Iraq and Afghanistan." The MOU partners include the State of Idaho Military Division, Idaho Division of Veterans Services, Department of

Veterans' Affairs (affected Regional Office and Medical Centers), U.S. Department of Labor, and Idaho Veterans Affairs Commission. The MOU outlines the roles and activities of all partners and encourages maximum communication and coordination to provide seamless referral and support services for OEF/OIF veterans.

The IDOL continues to develop new strategies to reach homeless veterans and those at risk of becoming homeless. Our DVOPs and LVER, based on their role and responsibility identified in current guidance, actively help plan and participate in three Stand Down events throughout the state -Boise, Pocatello, and Post Falls. These events provide much needed information, assistance, and supportive services to over 1,500 needy veterans and family members every year.

The Boise VA Regional Office administers the Grant Per Diem program which helps shelter many homeless veterans while attending an education program. The VA Homeless Coordinators work closely with our DVOPs to secure employment for participants in this program. Partnerships like these are proving very beneficial for Idaho veterans. Over the past several years, the number and quality of facilities and services for the homeless have improved dramatically in Idaho's most populated area, the Treasure Valley. DVOPs are in the process of developing partnerships with staff at these new facilities to provide individualized career services and the referral to employment needed to help veterans break the cycle of homelessness. As these partnerships develop, we plan to participate in service information days at the shelters on a regular basis.

Idaho has DVOPs strategically placed in areas near Native American reservations. Outreach activities are conducted at the state's option and conducted with approval of the tribes. A fulltime DVOP is located minutes away from the Shoshone Bannock reservation in Southeast Idaho and provides outreach and individualized career services to the disabled veterans in that area.

In Lewiston, a half-time DVOP works with the Nez Perce Tribe in Lapwai, Idaho. He meets with referrals from tribal veteran representatives, attends Tribal Homeless Veteran Stand Downs and Tribal Resource Fairs, and maintains an open dialogue with Tribal Employment Rights Office (TERO).

In Post Falls, our DVOP has worked with the Veterans Coordinator representing the Coeur d'Alene Tribe based in Worley, Idaho. Most of the contact has been in regards to Veteran hiring events, the Stand Down and for special events, emphasizing the provision of individualized career services.

IDOL also works with incarcerated veterans. July 2018 IDOL was awarded the Incarcerated Veterans Transition Program (IVTP) grant for \$114,500 to serve homeless and other than dishonorably discharged veterans released from incarceration within the past 12 months. The objective is to provide participants in-depth assessment, on the job training (OJT), apprenticeships, classroom training for high-growth in-demand occupations, tuition, case management, work readiness preparation, job search assistance, temporary housing and supportive services as appropriate. Co-enrollment with WIOA is also sought to ensure the full complement of wrap-around services. To help defer possibilities of recidivism, the Idaho Department of Corrections regularly sends IDOL a list of veterans soon to be released from the state's correctional facilities. And DVOPs maintain contact with city and county jails and probation and parole officers throughout the state to target these populations.

During the grant's first year of implementation, 52 veterans were enrolled and provided supportive and employment services. 32 found employment with the program's help, leading

the state to meet all program goals and objectives, including placement rate, hourly wage, retention rate and cost per placement.

IDOL received an award for a second year of grant funding for the same amount, enrollment, and planned performance goals. Currently, the program is on track to meet its goals for the year. If it succeeds in meeting its goals during the first six months, the state will receive a third and final year of funding to continue the program.

F. HOW THE STATE IMPLEMENTS AND MONITORS THE ADMINISTRATION OF PRIORITY OF SERVICE TO COVERED PERSONS;

Per Grant Officer Memorandum 01-20, a response to this section is not required.

G. HOW THE STATE PROVIDES OR INTENDS TO PROVIDE AND MEASURE, THROUGH BOTH THE DVOP AND AMERICAN JOB CENTER STAFF:

1. JOB AND JOB TRAINING INDIVIDUALIZED CAREER SERVICES,

Per Grant Officer Memorandum 01-20, a response to this section is not required.

2. EMPLOYMENT PLACEMENT SERVICES, AND

Per Grant Officer Memorandum 01-20, a response to this section is not required.

3. JOB-DRIVEN TRAINING AND SUBSEQUENT PLACEMENT SERVICE PROGRAM FOR ELIGIBLE VETERANS AND ELIGIBLE PERSONS;

Per Grant Officer Memorandum 01-20, a response to this section is not required.

H. THE HIRE DATE ALONG WITH MANDATORY TRAINING COMPLETION DATES FOR ALL DVOP SPECIALISTS AND LVER STAFF; AND

Local office	Vet Rep	Date Hired	Position	Labor and Employment Specialist	Case Management*
Idaho Dept. of Labor, 317 W. Main St., Boise, ID 83735	Bill Reed	5/19/1999	State Veterans' Coordinator	May-99	NA
Boise - IDOL, 317 W. Main Street, Boise, ID 83735	Larry Zirtzman	12/16/2019	1-DVOP	Pending	Pending (anticipated by 7/31/2020)
Canyon County - IDOL, 4514 Thomas Jefferson St., Caldwell, ID 83605	Dave Howerton	1/6/2006	1 DVOP	5/16/2006	3/17/2007
Canyon County - IDOL, 4514 Thomas Jefferson St., Caldwell, ID 83605	Matt Bennett	4/25/2016	1 DVOP	Pending	12/9/2016

Local office	Vet Rep	Date Hired	Position	Labor and Employment Specialist	Case Management*
Kootenai County-IDOL, 600 N. Thornton St., Post Falls, ID 83854	Robert Shoeman	1/4/2001	1 DVOP	5/8/2001	7/24/2001
Idaho Falls - IDOL, 1515 E. Lincoln Rd., Idaho Falls, ID 83401	Denise Spring	2/1/2016	1 DVOP	6/14/2016	6/21/2016
Lewiston - IDOL, 1158 Idaho Street, Lewiston, ID 83501	Don Erickson	3/24/2013	.5 DVOP	7/9/2013	11/19/2013
Magic Valley - IDOL, 420 Falls Avenue, Twin Falls, 83301	Joe Lozano	9/15/1993	1 DVOP	4/11/1994	6/13/1994
Meridian - IDOL, 4514 Thomas Jefferson Street, Caldwell, ID 83605	Robert Feliciano	2/17/2013	1 LVER	7/9/2013	12/3/2013* (Promoting Partnerships for Employment instead of Case Management)
Sandpoint - IDOL, 2101 West Pine Street, Sandpoint, Idaho 83864	Justin Offermann	2/12/2008	0.5 DVOP	3/15/2014	3/21/2016

I. SUCH ADDITIONAL INFORMATION AS THE SECRETARY MAY REQUIRE.

Per Grant Officer Memorandum 01-20, a response to this section is not required.