

UNEMPLOYMENT INSURANCE

Idaho Department of Labor

Idaho WIOA Combined State Plan (modification) for PY2026 and PY2027

The Unemployment Insurance (UI) program requires a State Quality Service Plan (SQSP) on a 2-year planning cycle that is a condition of receipt of administrative funding to administer the program. The SQSP is the State's UI performance management and planning process that allows for an exchange of information between Federal and State partners to enhance the UI program's ability to reflect their joint commitment to performance excellence and client-centered services. A formal two-year SQSP is submitted biennially... States that choose the option to include UI in a WIOA Combined State Plan will be required to submit their SQSP through the Combined State Plan process...

(a) Contents of a complete UI SQSP package: A complete UI SQSP package includes the documents, as described in Chapter 1, ETA Handbook 336, 18th Edition:

Since the UI program is a required one-stop partner, States have the option of including UI in the Combined State Plan authorized by WIOA sec. 103.

*(b) **Requirements for States electing to include UI in the Combined State Plan**: States that elect to include UI in the Combined State Plan must:*

(1) Submit an SQSP in the following manner depending on their timing in the SQSP cycle:

(A) If a State is in the first year of their 2-year cycle, ...

*(B) **If a State is in the second year of the 2-year cycle**, the State is required to submit the most recently approved complete SQSP package with a modification that must include the Transmittal Letter, Budget Worksheets/Forms, Organizational Chart, and the SQSP Signature page. The modification may also include CAPs for new identified performance deficiencies, and any required modifications to existing CAPs. The CAP must list both specific milestones for key corrective actions or improvement activities, and the completion date for each milestone.*

Submit the required off-year SQSP components as a modification to the Combined State Plan on the same cycle as the regular SQSP process which must be approved by September 30th each year

(B) – Idaho’s SQSP Transmittal Letter



October 11, 2024

Ms. Tamika Ledbetter
Region 6 Administrator
Employment and Training Administration
United States Department of Labor
90 7th Street, Suite 17-300
San Francisco, CA 94103 -1516

Dear Ms. Ledbetter,

Enclosed is the Idaho Department of Labor’s Unemployment Insurance State Quality Service Plan for the fiscal year 2025.

If you have any questions, please contact JoAnna Henry at 208-696-2889 or joanna.henry@labor.idaho.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jani Revier".

Jani Revier
Director

[View Burden Statement](#)

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 02/28/2025

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		Total (g)
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	
1. FY 2025 BASE ALLOCATIONS - EPA STATE WORKFORCE AGENCY OF RESOURCE PLANNING TARGETS AND GUIDELINES	17.225	\$ 16,086,124.00	\$	\$	\$	\$ 16,086,124.00
2.						
3.						
4.						
5. Totals		\$ 16,086,124.00	\$	\$	\$	\$ 16,086,124.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	FY 2025 BASE ALLOCATIONS - EPA HIFPL 19-24 FY 2025 STATE WORKFORCE AGENCY UI RESOURCE PLANNING TARGETS AND GUIDELINES				
a. Personnel	\$ 10,433,266.00				\$ 10,433,266.00
b. Fringe Benefits	4,997,717.00				4,997,717.00
c. Travel					
d. Equipment					
e. Supplies					
f. Contractual					
g. Construction					
h. Other	655,141.00				655,141.00
i. Total Direct Charges (sum of 6a-6h)	16,086,124.00				\$ 16,086,124.00
j. Indirect Charges					
k. TOTALS (sum of 6i and 6j)	\$ 16,086,124.00	\$	\$	\$	\$ 16,086,124.00
7. Program Income	\$	\$	\$	\$	\$

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 Prescribed by OMB (Circular A-102), Page 1A

SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8. FY 2025 BASE ALLOCATIONS - ERA VIEP, 19-24 FY 2025 STATE WORKFORCE AGENCY VI RESOURCE PLANNING TARGETS AND GUIDELINES	0.00	0.00	0.00	0.00	0.00
9.					
10.					
11.					
12. TOTAL (sum of lines 8-11)	0.00	0.00	0.00	0.00	0.00
SECTION D - FORECASTED CASH NEEDS					
Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	
13. Federal	\$ 16,086,124.00	\$ 4,021,531.00	\$ 4,021,531.00	\$ 4,021,531.00	\$ 4,021,531.00
14. Non-Federal	\$	\$	\$	\$	\$
15. TOTAL (sum of lines 13 and 14)	\$ 16,086,124.00	\$ 4,021,531.00	\$ 4,021,531.00	\$ 4,021,531.00	\$ 4,021,531.00
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)				
	(b) First	(c) Second	(d) Third	(e) Fourth	
16. FY 2025 BASE ALLOCATIONS - ERA VIEP, 19-24 FY 2025 STATE WORKFORCE AGENCY VI RESOURCE PLANNING TARGETS AND GUIDELINES	0.00	0.00	0.00	0.00	0.00
17.					
18.					
19.					
20. TOTAL (sum of lines 16 - 19)	0.00	0.00	0.00	0.00	0.00
SECTION F - OTHER BUDGET INFORMATION					
21. Direct Charges:		22. Indirect Charges:			
23. Remarks:					

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

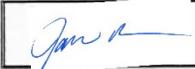
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

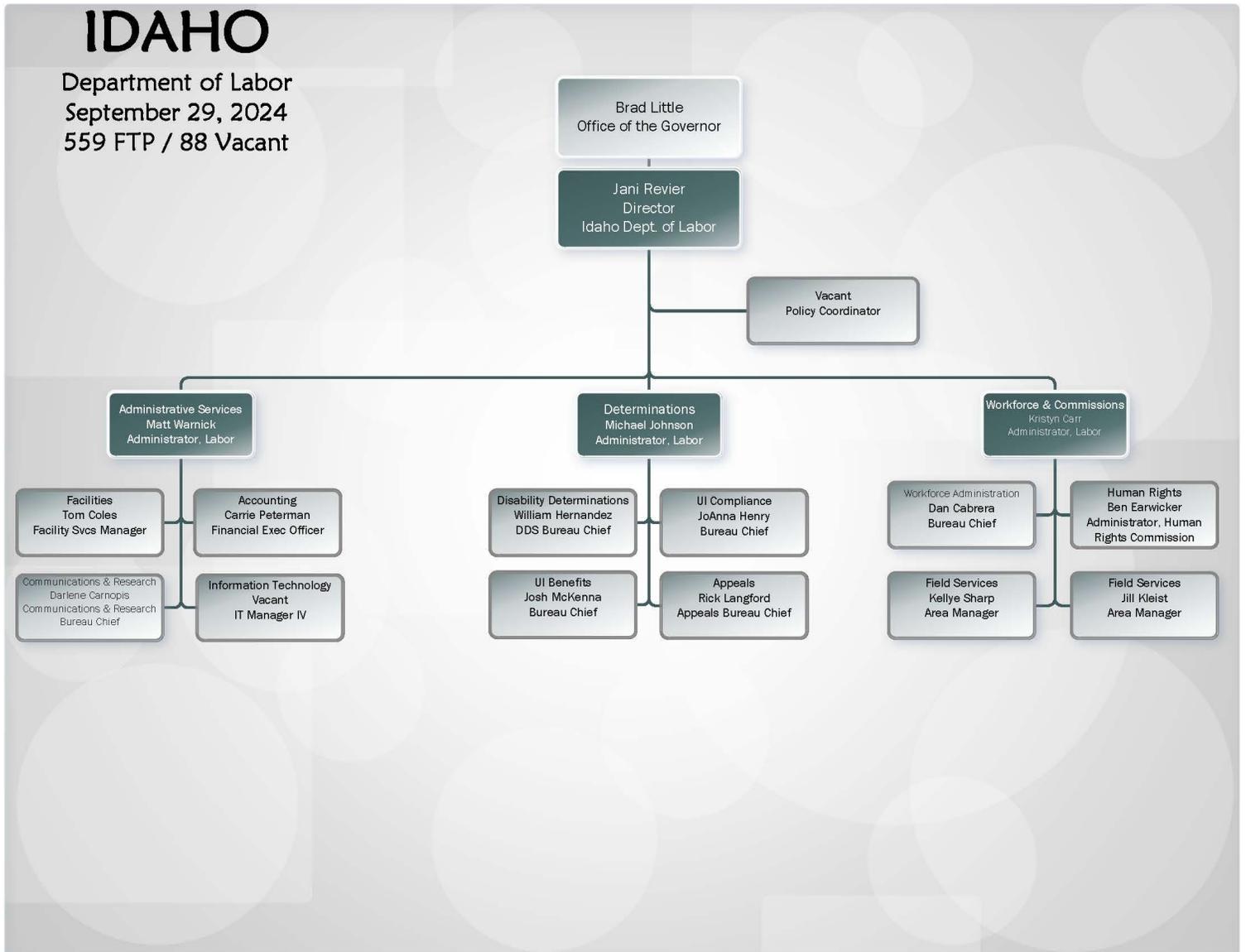
As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

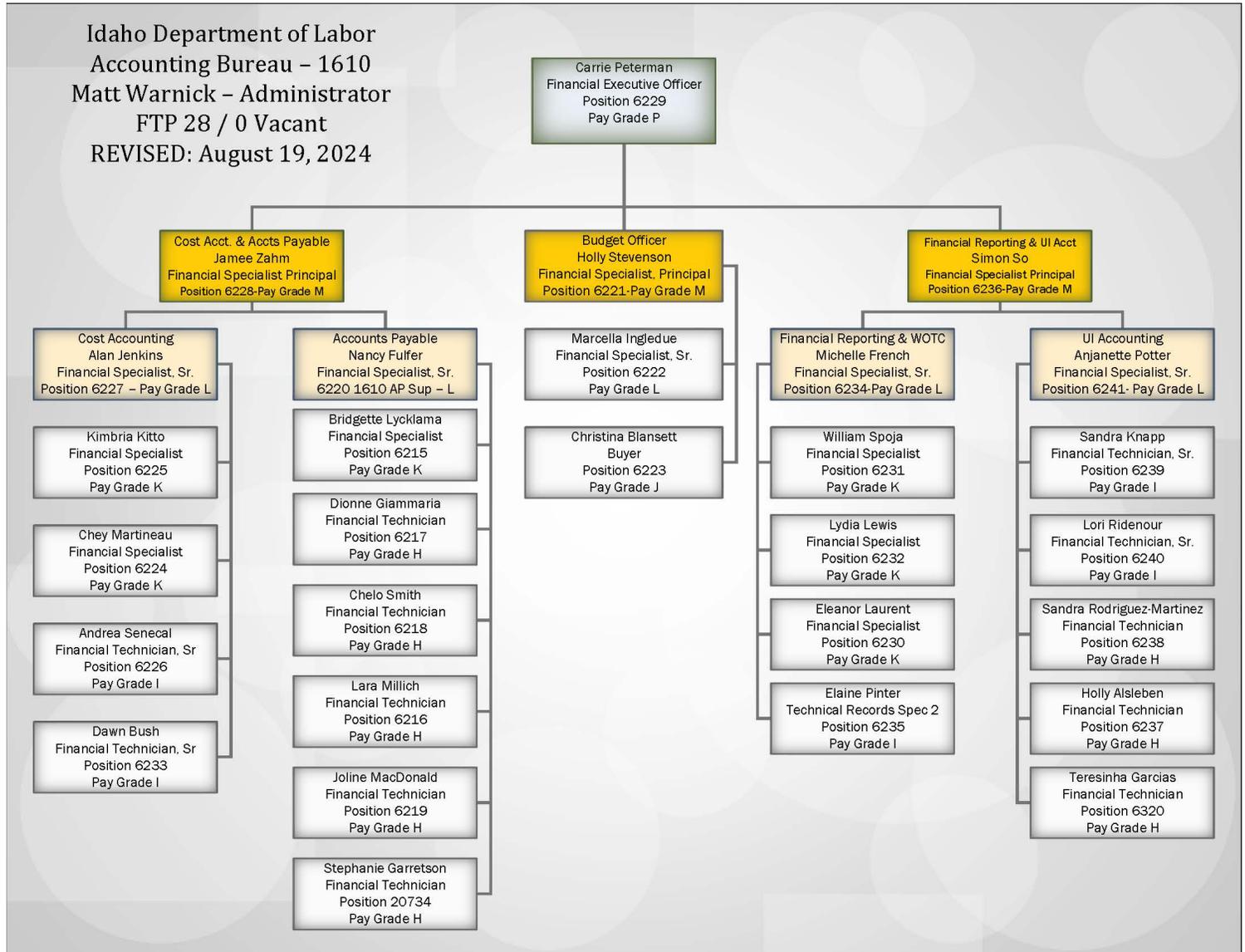
9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	DIRECTOR
APPLICANT ORGANIZATION	DATE SUBMITTED
IDAHO DEPARTMENT OF LABOR	

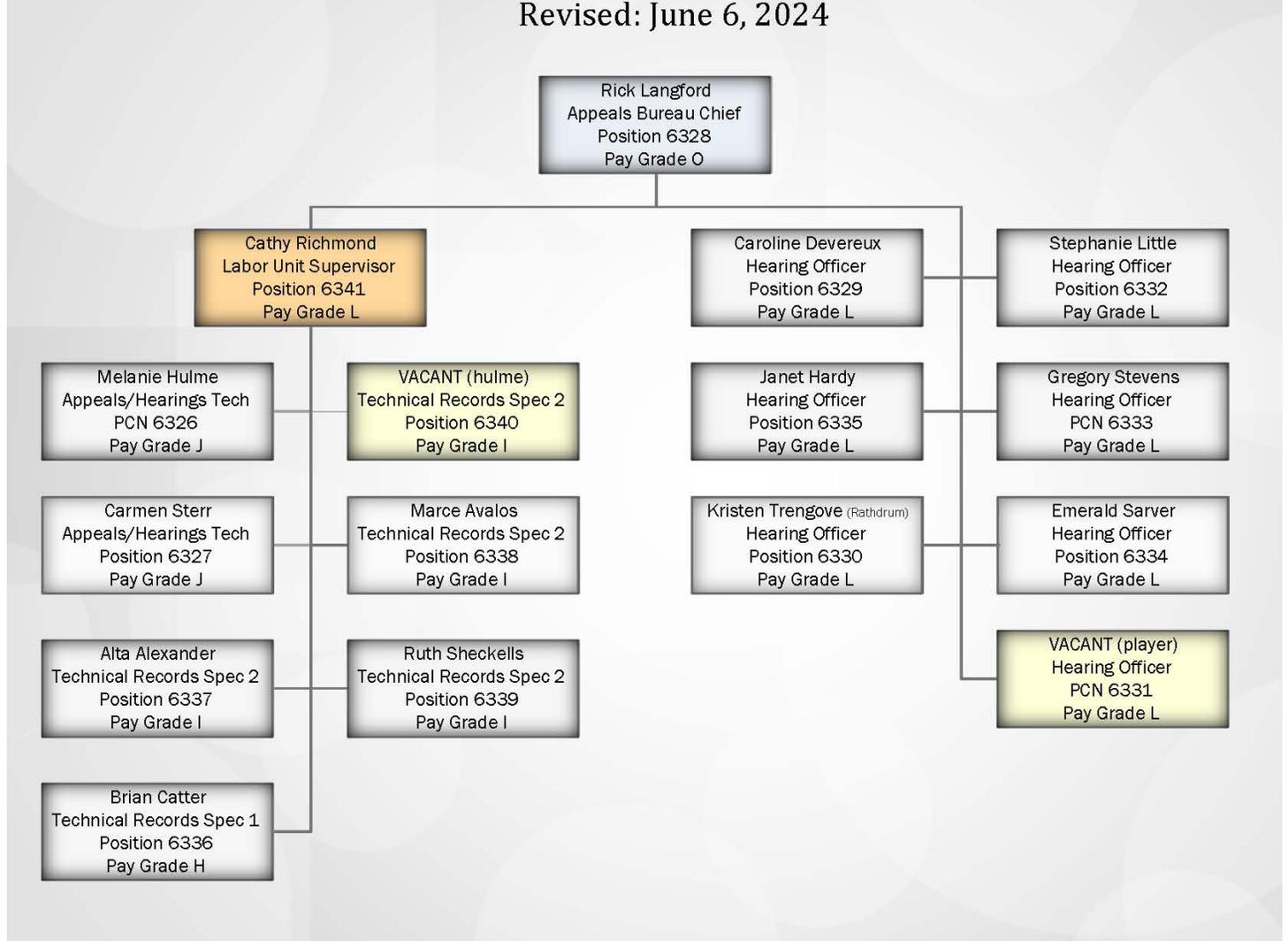
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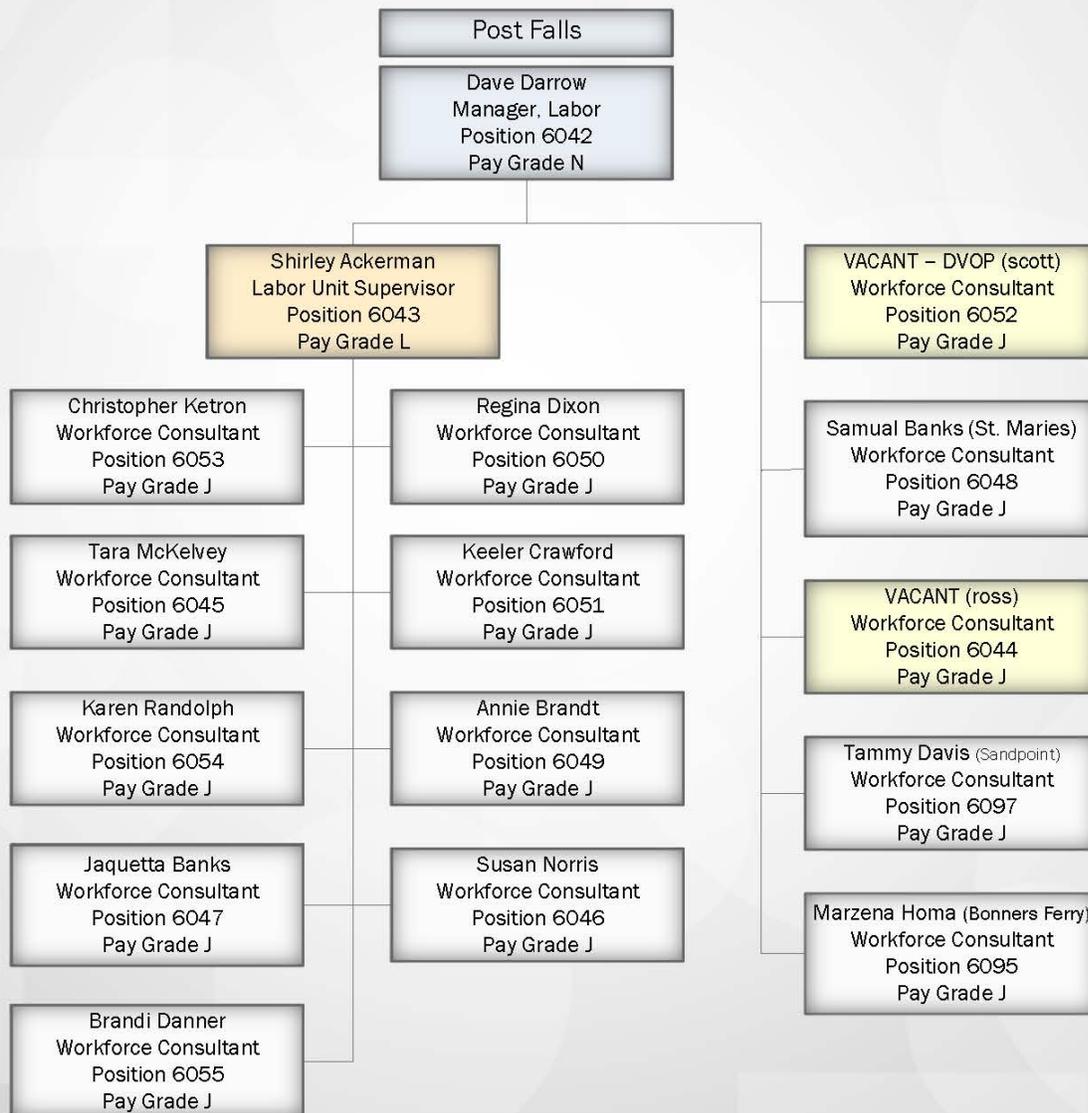
(B) – ID Org Charts – Accounting, pg. 4



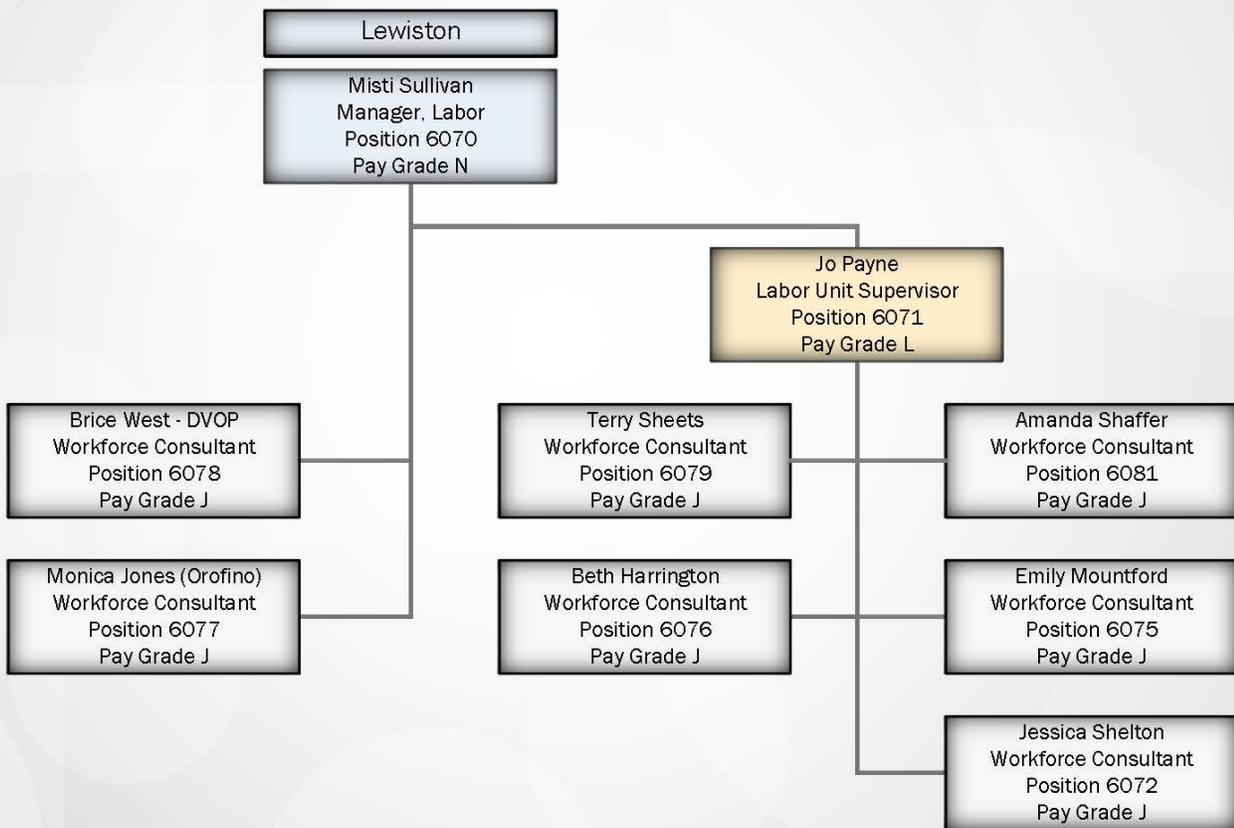
Idaho Department of Labor
Appeals Bureau – 1720
Michael Johnson – Administrator
16.0 FTP
Revised: June 6, 2024



Idaho Department of Labor
Region 1 Local Offices
Kristyn Carr, Administrator
Kellye Sharp – Area Manager
16.0 FTP
Revised: August 19, 2024



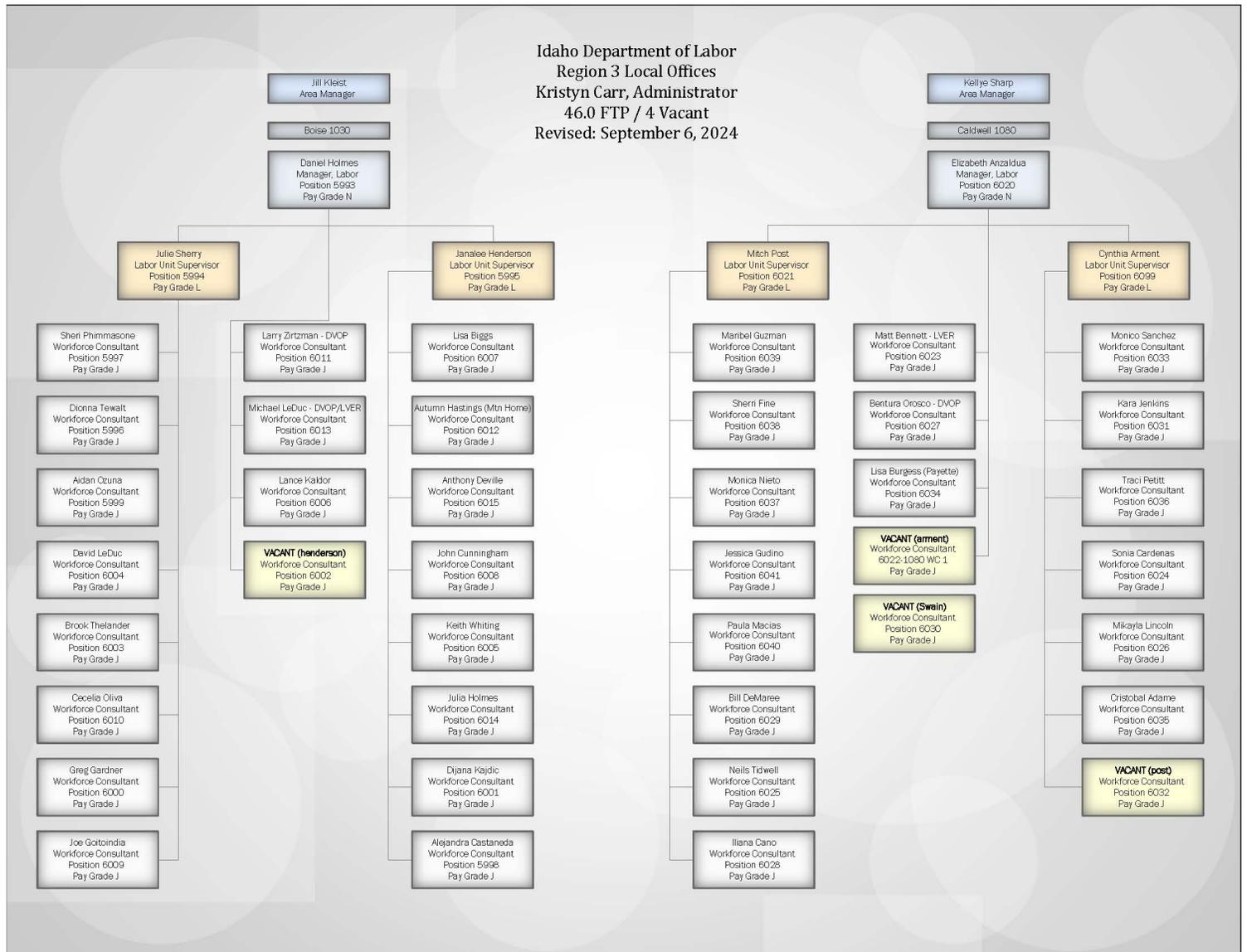
Idaho Department of Labor
Region 2 Local Office
Kristyn Carr – Administrator
Kellye Sharp, Area Manager
12.0 FTP
Revised: March 18, 2024



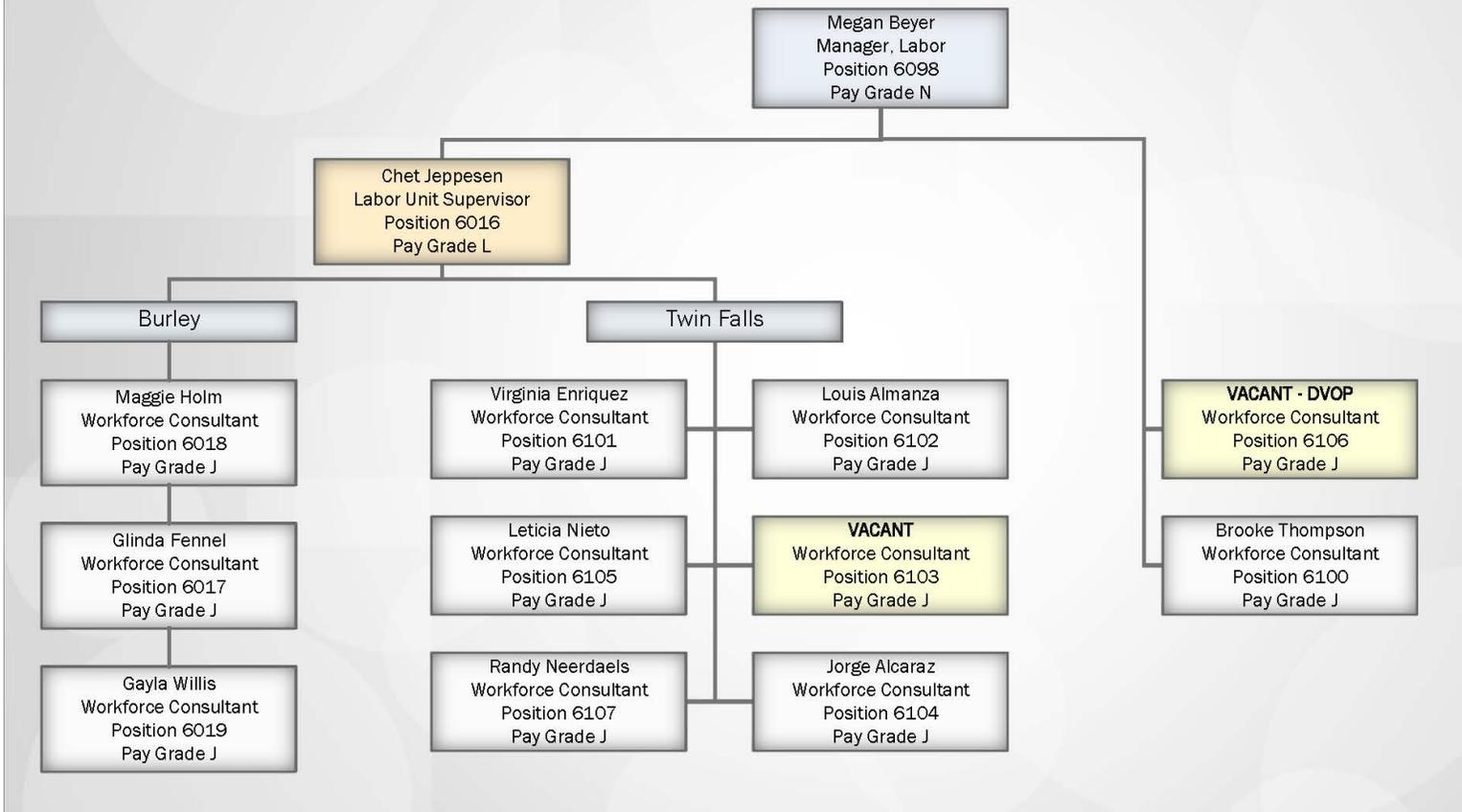
On-going Vacant PCN's:
6080 - Workforce Consultant
6073 - Workforce Consultant
6074 - Workforce Consultant

(B) – ID Org Charts – Reg. 3, pg. 8

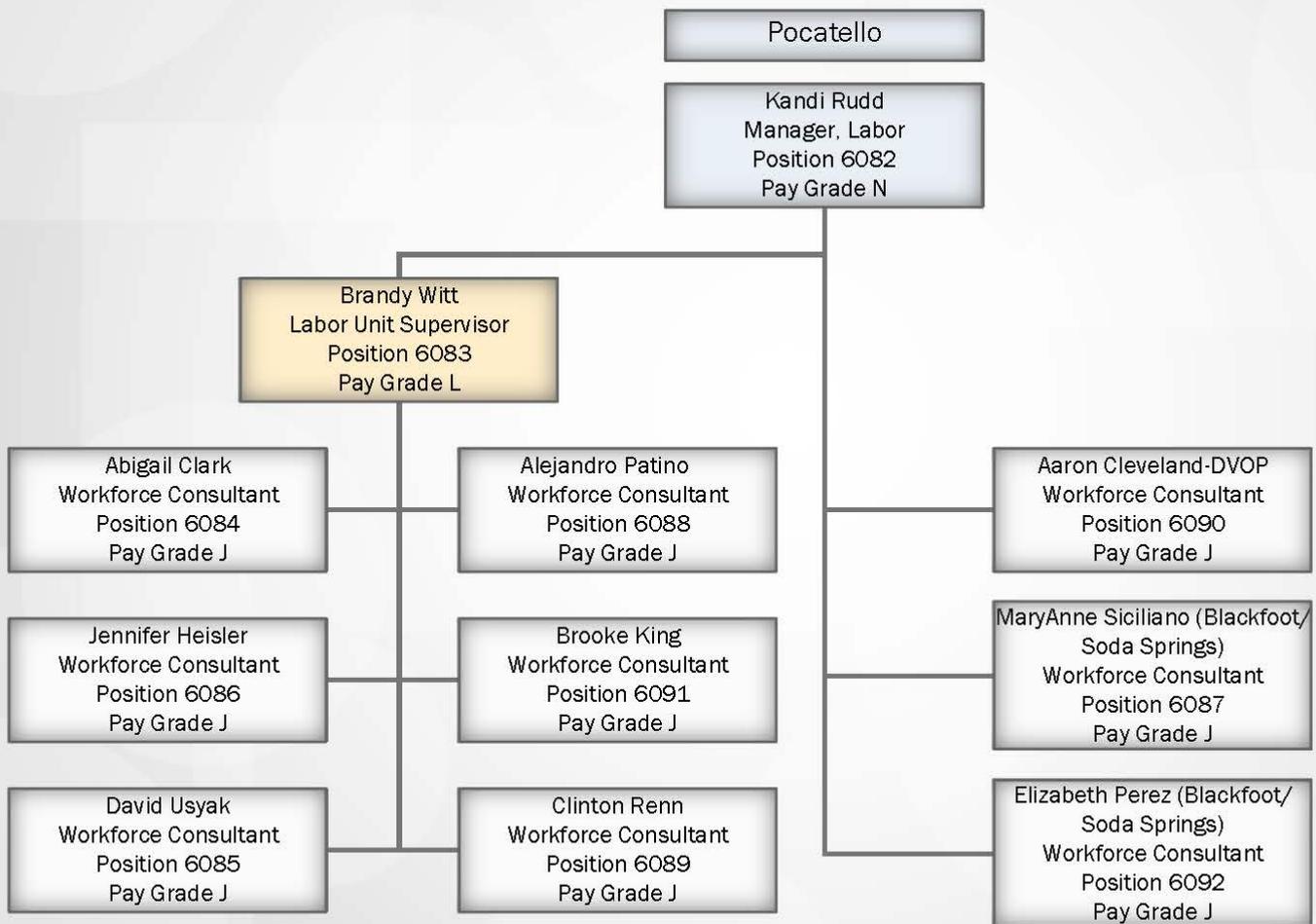
Idaho Department of Labor
 Region 3 Local Offices
 Kristyn Carr, Administrator
 46.0 FTP / 4 Vacant
 Revised: September 6, 2024



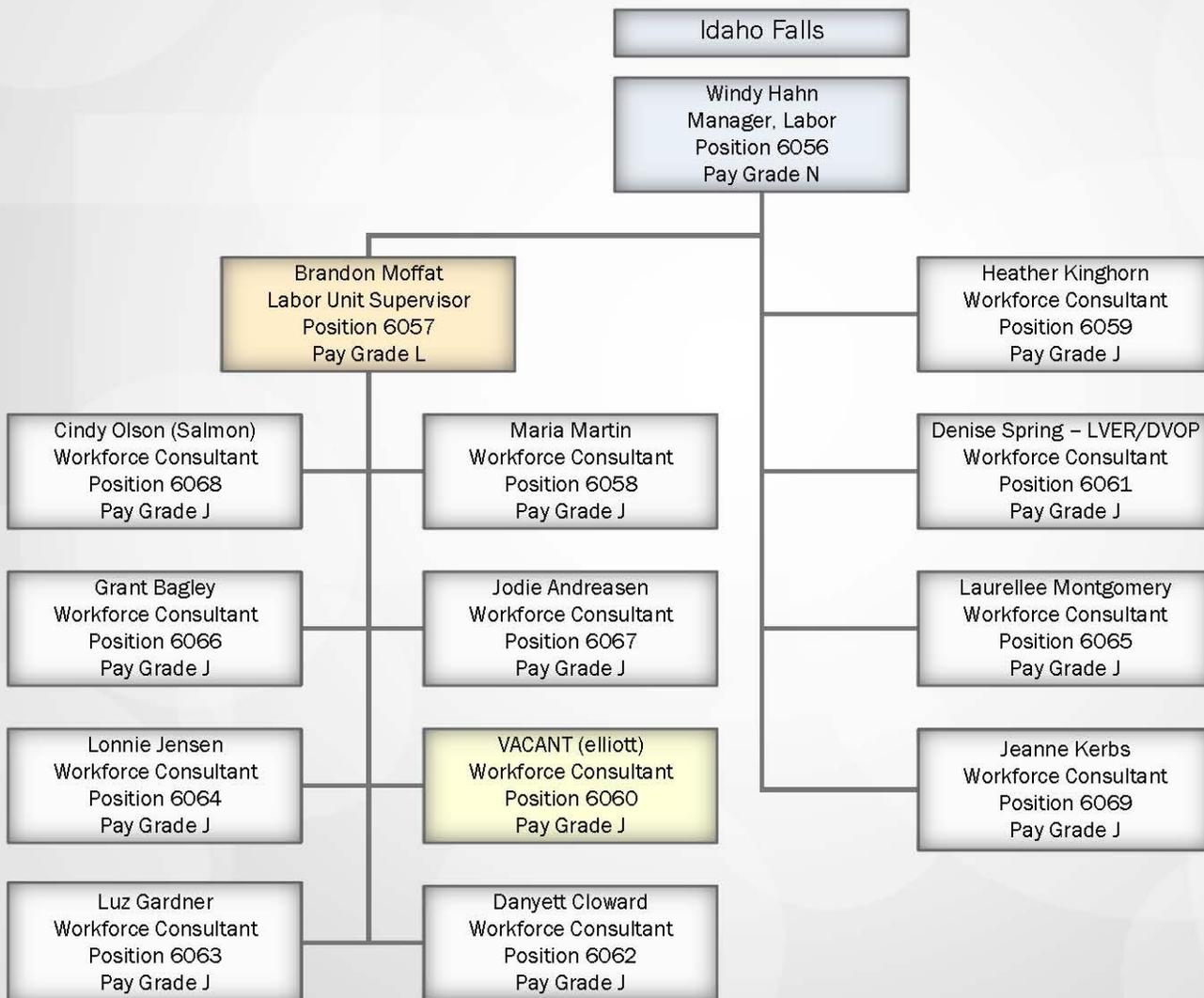
Idaho Department of Labor
Region 4 Local Offices
Kristyn Carr, Administrator
Jill Kleist – Area Manager
13.0 FTP / 2 Vacant
Revised: August 26, 2024



Idaho Department of Labor
Region 5 Local Offices
Kristyn Carr, Administrator
Jill Kleist – Area Manager
11.0 FTP
Revised: August 19, 2024



Idaho Department of Labor
Region 6 Local Offices
Kristyn Carr, Administrator
Jill Kleist – Area Manager
14.0 FTP
Revised: August 19, 2024



Idaho						
MEASURES/PROGRAMS TO BE ADDRESSED FOR BIENNIAL SQSP FISCAL YEAR (FY) 2025						
Measures/Programs to be Addressed (Each Measure Below is Hyperlinked to the CAP Worksheet)	Acceptable Level of Performance (ALP)	Corrective Action Plan (CAP)		Narrative Required (In Word Doc.)	SQSP 2025 Performance Year Data	
		N	E			
B E N E F I T S	First Payment Promptness	≥ 87%				90.58%
	First Payment Promptness (IntraState 14/21 Days)	≥ 87%				90.32%
	First Payment Promptness (InterState 14/21 Days)	≥ 70%				87.21%
	First Payment Promptness (IntraState 35 Days)	≥ 93%				98.77%
	First Payment Promptness (InterState 35 Days)	≥ 78%				98.06%
	Nonmonetary Determination Timeliness	≥ 80%	x			76.30%
	Nonmonetary Determination Quality - Separations	≥ 75%				82.88%
	Nonmonetary Determination Quality - Nonseps	≥ 75%				99.34%
	Lower Authority Appeals (30 Days)	≥ 60%				97.56%
	Lower Authority Appeals (45 Days)	≥ 80%				99.63%
A P P E A L S	Average Age of Pending Lower Authority Appeals	≤ 30 days				13.5
	Average Age of Pending Higher Authority Appeals	≤ 40 days				18.1
	Lower Authority Appeals Quality	≥ 80%				90.00%
	New Employer Status Determinations Timelapse	≥ 70%				79.30%
T A X	Tax Quality (Part A)	No more than 3 tax functions failing TPS in a year				Pass
	Tax Quality (Part B)	The same tax function cannot fail for 3 consecutive years				Pass
	TPS Sample Reviews	Pass				Pass
	Effective Audit Measure	Pass 4 factors/score ≥ 7				Pass
I N T E G R I T Y	Improper Payments Measure	< 10%				6.62%
	Detection of Overpayments - 3 Year Measure	≥ 50% & ≤ 95%		x		135.32%
	Overpayment Recovery Measure	≥ 68%				75.07%
	Data Validation - Benefits (All Submitted & Passing)	All Benefit Pops Submitted & Passing		x		Fail: Benefits 3 Not Submit: Benefits 4
	Data Validation - Tax (All Submitted & Passing)	All Tax Pops Submitted & Passing		x		Fail: Not Submit: Tax 1-5; TPS 1-4
	NDNH BAM Compliance	Pass				Pass
B A M	BAM Operations Compliant	Pass All M&P		x		Fail Comparison Report: Denied (Monetary) = -48.25%
	Incorrect Recording of Issue Detection Date	95%				97.91%
	Incorrect Recording of Determination Date	95%				100.00%
	UI Reporting Requirements	Pass			x	Fail
G P R A	Percent of Intrastate Payments Made Timely	87%				90.32%
	Detection of Recoverable Overpayments	57.5%				93.84%
	Percent of Employer Tax Liability Determinations Made Timely	90%				80.25%
Integrity Action Plan (IAP) Top Three Root Causes - Payment Integrity Information Act (PIIA) Year Data						
Benefit Year Earnings						
Separation Issues						
Work Search						
Monitoring Findings/Audit Resolution						

**U.S. Department of Labor
SQSP SIGNATURE PAGE**

OMB Control No.: 1205-0132

Expiration Date: 06/30/2027

U.S. DEPARTMENT OF LABOR Employment and Training Administration	FEDERAL FISCAL YEAR 2025	STATE ID
UNEMPLOYMENT INSURANCE STATE QUALITY SERVICE PLAN SIGNATURE PAGE		
<p>This Unemployment Insurance State Quality Service Plan (SQSP) is entered into between the Department of Labor, Employment and Training Administration, and</p> <p align="center"><u>IDAHO DEPARTMENT OF LABOR</u> (NAME OF STATE AGENCY)</p> <p>The Unemployment Insurance SQSP is part of the State's overall operating plan, and, during this Federal fiscal year, the State agency will adhere to and carry out the standards set forth in Federal UI Law as interpreted by the DOL and adhere to the Federal requirements related to the use of granted funds.</p> <p>All work performed under this agreement will be in accordance with the assurances and descriptions of activities as identified in the SQSP Handbook and will be subject to its terms.</p>		
TYPED NAME AND TITLE	SIGNATURE	DATE
Jani Revier, Director _____ STATE ADMINISTRATOR (print name)		10/11/2024
_____ DOL – REGIONAL OFFICE APPROVING OFFICIAL (print name)		
_____ DOL – NATIONAL OFFICE APPROVING OFFICIAL (print name) (if required)		