ADVISORY: TRAINING AND EMPLOYMENT NOTICE

TO: ALL STATE WORKFORCE AGENCIES
    ALL STATE WORKFORCE LIAISONS
    ONE-STOP CAREER CENTER LEADS
    ALL STATE AND LOCAL WORKFORCE INVESTMENT BOARDS
    ALL ETA DISCRETIONARY GRANTEES

FROM: JACK H. RAPPORT /s/
Administrator
Office of Financial and Administrative Management

SUBJECT: Implementation of New OMB Approved Form ETA 9130,
U.S. DOL ETA FINANCIAL REPORT

1. Purpose. To announce the implementation of a new Office of
Management and Budget (OMB) approved quarterly financial
reporting form, U.S. DOL ETA FINANCIAL REPORT (ETA-9130).
This form will be required for use by all ETA grantees
starting with the quarter ending September 30, 2007.

2. Background. All Employment and Training Administration
(ETA) grantees are required to submit quarterly financial
reports for each grant award which they operate. Grantees
have been using different forms for different programs with
different due dates in a number of cases. With the
implementation of the new report, all grantees will have
essentially the same report with a few program specific line
items and a uniform due date of 45 days after the end of the
reporting quarter for all programs. Upon implementation of
the new form, all previously required financial reporting
forms will no longer be accepted.

3. On-Line Reporting System. The currently used ETA on-line
reporting system is being modified to enable transition to
the new reporting format. The basic required financial
reporting data elements will continue to be collected. A
new Federal Cash Section and a Federal Administrative
Expenditures line item have been added to the data
requirements. Provision to collect program-specific data is
accommodated in a special section of the report. Data
entered into the on-line reporting system for quarters prior
to September 30, 2007, will be migrated by ETA to the new
reporting formats. For data elements not previously
required, a cumulative figure must be entered by the grantee
for the September 30, 2007 reporting quarter.
4. **Forms and Instructions.** Copies of the forms and the instructions for the different ETA programs are available on-line at: [http://www.doleta.gov/grants](http://www.doleta.gov/grants).

5. **Questions.** Questions concerning the implementation of the ETA-9130 should be directed to your Federal Project Officer, or to Isabel Danley at 202-693-3047 or danley.isabel@dol.gov.