

**Southern Nevada Workforce Investment Board
General Policy
ESTABLISHMENT AND EVALUATION OF PERFORMANCE GOALS & INDICATORS**

EFFECTIVE DATE: July 11, 2003

NUMBER: 5.1

**Supercedes SNWIB General Policies and Procedures
Number 1.8, dated February 14, 2002**

AUTHORIZATION: SNWIB Manager

BACKGROUND:

The Department of Labor is compelled to ensure an optimal return of taxpayers' investment for the authorized activities provided to eligible individuals under Title I of the Workforce Investment Act (WIA). To guarantee that entities that are recipients of WIA funds show progress toward continuously improving performance, the WIA has established a comprehensive performance accountability system that evaluates the effectiveness of the State and local area's WIA Title I activities. [WIA section 136; Final Regs. §666; TEGL 7-99 & 8-99; State Policy 1.16]

I. GENERAL PROVISIONS FOR PERFORMANCE ACCOUNTABILITY

- A . This performance accountability system requires that entities, namely States and Local Service Delivery Areas, that are awarded WIA formula funds from the Department of Labor (DOL), must adhere to the required performance standards negotiated with the Southern Nevada Workforce Investment Board (SNWIB).

- B. The required levels of performance for each indicator will be initially established by the DOL through negotiations with individual States. The State, namely the Governor, thereafter negotiates these established levels of performance with the SNWIB. These negotiated performance measures are subsequently put in place for adherence by the Southern Nevada Workforce Investment Area (SNWIA). The SNWIB is required to establish a method by which a review and assessment is made of the local area's WIA Title I negotiated levels of performance.

- C. All subrecipients are required to attain and maintain negotiated performance measurements throughout each month of their contract. These negotiated performance measures are put in place for adherence by the SNWIB. The SNWIB is required to establish a method by which a review and assessment is made on a quarterly basis of service provider WIA Title I performance levels.

II. GENERAL PROVISIONS FOR PERFORMANCE EVALUATION

- A. The SNWIB has delegated the responsibility of operating the SNWIA's WIA Title I programs to individual service providers/contractors. Therefore, to ensure adherence to the State and SNWIB's negotiated performance measures, the SNWIB is required to develop and establish a process to assess and evaluate service provider performance.

- B. The SNWIB has subsequently developed and established a process by which each of the

SNWIB's contracted WIA Title I service providers be programmatically and financially evaluated to determine the levels of effectiveness being achieved. In order for the SNWIB to maintain and exceed required, negotiated performance measures, this process has been implemented to monitor ongoing performance indicators.

- C. A performance evaluation mechanism will be prepared that shall stipulate service provider adherence to the SNWIA's required performance measures.
1. The Performance Reports will be jointly reviewed by SNWIB and service provider staff. The information contained therein shall be reflective, on an aggregate basis, of all WIA Title I activity and financial information submitted by the service providers to the SNWIB from the beginning of each program year, up to the end of the period preceding review.
 2. The Performance Reports will provide data as to the status of the SNWIB service provider for each level of the WIA required programmatic performance measures, the status of their contractual proposed budgets, and the status of their actual expenditures.
 3. The Performance Reports will serve as a vital performance-based instrument in determining the need for technical assistance, contract extensions, and/or sanctions.