

Options for Job Vacancy Survey Funding and Operation
Policy Statement
October 2002

Funding Options

The Job Vacancy Survey system has been developed to provide a toolkit that states may choose to use in collecting job vacancy data to meet their customers' needs. No specific funding at the national level is available to support this data collection, however. States using the JVS System will need to identify their own funding sources.

States may wish to explore use of the following funding sources to support the Job Vacancy Survey:

- *WIA Governor's Reserve funding:* WIA allows the Governor to reserve up to 15 percent of the state's allocation under WIA for statewide activities. These activities may include labor market information activities such as the job vacancy survey.
- *Fee for Service:* Funding to conduct the job vacancy survey may be provided by organizations such as state or local WIBs or economic development groups.
- *ETA Workforce Information Core Products and Services:* The ETA core products funding may be used to support job vacancy surveys, as long as all the required core products and services are also funded. In many states, this source will not be sufficient to support a job vacancy survey covering all local areas, however.
- *Wagner-Peyser funds.* Section 7(a)(3)(D) of the Wagner-Peyser Act allows states to utilize their formula grant for employment services for "developing and providing labor market and occupational information." In addition, states receive formula grants for delivery of workforce information core products and services in addition to the employment service grants. States may use funds not otherwise required to deliver core products and services for other labor market information activities designed to serve the workforce system and its customers.
- *State Penalty and Interest funds:* Depending on state law, unemployment insurance penalty and interest funds may be available for labor market information activities such as the job vacancy survey.
- *Reed Act funds.* ETA has distributed Reed Act funds to states, and identified One-Stop administration, including providing workforce information, as a suggested use of these funds. (TEGL 19-01, May 8, 2002)
- *Other State funding sources:* Some states have state appropriations available for activities such as the job vacancy survey.

Operation Options

The JVS system is intended for use by State LMI offices. It is a tool that can help the State LMI offices satisfy the needs of their stakeholders for job vacancy data.

Implementing a job vacancy survey with the JVS system requires (1) professional expertise in survey methods and management and (2) resources for survey operations, including sample refinement, data collection, and data capture. The Council recognizes that State LMI offices will differ in their capacity to implement a job vacancy survey. Where a local customer is willing to fund a job vacancy survey but the LMI shop lacks the capacity to conduct it, the LMI shop should still provide technical direction to the project to insure data quality.

The Council envisions three scenarios in which the JVS System might be implemented. In all of these scenarios, the LMI office would be involved.

1. *LMI office conducts the survey*, similar to how it operates any other data collection program. The survey materials are sent to respondents from the LMI office using LMI letterhead, and the survey work (sample selection, collection, processing, and estimation) is conducted by LMI staff.
2. *LMI office conducts the survey on behalf of a sponsor* such as a workforce investment board. In this scenario, the local sponsor is identified to respondents through methods such as survey materials being sent under the sponsor's letterhead. LMI staff conduct the survey work (sample selection, collection, processing, and estimation).
3. *Under the direction of the LMI office, data collection is conducted by a third party, with funding from a sponsoring group*. In this situation, a third party with survey experience would do the data collection portion of the survey work on behalf of the sponsoring organization, under the technical direction of the LMI office. The responsibilities of each party are spelled out in a written agreement. The LMI office would draw the sample, provide the sample member information to the data collector, and prepare the final estimates. Where the name and address file cannot be provided because of state confidentiality requirements, use of a publicly available name and address list should be investigated.