



**DEPARTMENT OF VETERANS AFFAIRS**  
**Assistant Secretary for Human Resources and Administration**  
**Washington DC 20420**

DEC 2 2015

**MEMORANDUM FOR UNDER SECRETARIES, ASSISTANT SECRETARIES, AND  
OTHER KEY OFFICIALS**

**SUBJECT: Centralized Workforce Recruitment Program for Fiscal Year 2016**

The Department of Veterans Affairs (VA) is strongly committed to the employment of individuals with disabilities, including Veterans and individuals with targeted disabilities. VA strives to be the model employer for individuals with disabilities and meet the Secretary's three percent hiring goal for individuals with targeted disabilities. To this end, the Office of Diversity and Inclusion (ODI) is pleased to announce the VA Centralized Workforce Recruitment Program (WRP) for fiscal year (FY) 2016, which is scheduled to kick-off December 15, 2015.

WRP is a recruitment and referral program that connects Federal sector employers with highly motivated college students and recent graduates with disabilities who are interested in temporary or permanent Federal jobs managed by the Department of Labor and the Department of Defense.

Through its Web site ([www.wrp.gov](http://www.wrp.gov)), WRP maintains the largest database of Schedule A candidates for hiring into the government. Schedule A, under 5 CFR, 213.3102(u) is an excepted service appointing authority that serves as a critical and efficient tool for hiring individuals with physical, psychiatric, and intellectual disabilities. The VA Centralized WRP is a centrally funded source managed by ODI to bring new talent into our workforce through Schedule A for winter, spring, and summer sessions, at no cost to the requesting office.

Effective for FY 2016, ODI will centrally manage all payroll functions for WRP interns. This new process is in accordance with VA budget policy. Managers seeking to hire WRP interns under this program will be responsible for interviewing and selecting their WRP interns from the WRP Web site, and performing all onboarding activities. ODI will be responsible for paying the WRP intern directly from its cost center. Under this program WRP interns are subject to funding availability.

VA facilities and offices, who are interested in hiring WRP interns, should complete the attached application, and contact Aurelia Waters, VA's Centralized WRP Manager, at (202) 461-4124 or [Aurelia.Waters@va.gov](mailto:Aurelia.Waters@va.gov).

Thank you for your support of diversity and inclusion in VA.

  
Gina S. Farrisee

Attachment

