


# MEMORANDUM

UNITED STATES DEPARTMENT OF EDUCATION

WASHINGTON, D.C. 20202-\_\_\_\_\_

TO: Rachel F. Potter  
Office of Information and Regulatory Affairs  
Office of Management and Budget

THROUGH: Joe Schubart  
Regulatory Information Management Services

FROM: Lynn B. Mahaffie, Director   
Teacher and Student Development Programs Service

SUBJECT: Request to Revise the Expiring Annual Performance Report for the  
Gaining Early Awareness and Readiness for Undergraduate Programs  
(GEAR UP) program.

The annual performance report package for the GEAR UP program expires on December 31, 2006. The Office of Postsecondary Education is requesting approval of the attached revised package.

GEAR UP grantees are required to submit an annual performance report to the GEAR UP program office in the spring of each year. The information collected in the annual performance report allows the Department to determine grantee eligibility for continuation awards and to collect data addressing the performance of the GEAR UP program in accordance with the Government Performance and Results Act (GPRA) of 1993.

As required, the OMB 83-I and other supporting documents are attached.

If you have any questions regarding this clearance package, please contact Marie Buker, Program Officer, GEAR UP program at 202-502-7796.