

## PAPERWORK REDUCTION ACT CHANGE WORKSHEET

Agency/Subagency <u>Office of Vocational and Adult Education</u>	OMB Control Number <u>1830-0027</u>
Enter only items that change Current Record <span style="float: right;">New Record</span>	
Agency form number(s)	
<b>Annual reporting and record keeping hour burden</b>	
Number of respondents	<u>57</u>
Total annual responses	<u>57</u>
Percent of these responses collected electronically	<u>100</u>
Total annual hours	<u>5,700</u>
Difference	<u>8,009</u>
Explanation of difference	<u>2,309</u>
Program Change	2,309
Adjustment	
<b>Annual reporting and record keeping cost burden (in thousands of dollars)</b>	
Total annualized capital/startup Costs	<u>NA</u>
Total annual costs (O&M)	<u>\$78,273</u>
Total annualized cost requested	<u>\$57,429</u>
Difference	<u>\$135,702</u>
Explanation of difference	<u>\$57,429</u>
Program Change	<u>\$57,429</u>
Adjustment	

**Explanation of change\*\***

This one-time modification is the direct result of a request from the states to have the ability [to disaggregate and report adult education participants enrolled in distance education programs](#). Working with a Technical Work Group of state directors, OVAE developed a draft set of policy guidance and definitional requirements for distance education participants in early 2006. This draft guidance was sent to all states and discussed at a national meeting of state directors in the fall of 2006.

To implement this modification in the National Reporting System for adult education, [states need only to make a one time change to add a data field to identify distance education participants](#). The two new reporting tables being created for distance education participants are duplicates of existing data tables and report no new data. Although the cost and burden hours are based on all 57 states and territories, only states and territories offering distance education programs will be asked to make these changes. [This change also requires these selected states and territories to report on the data quality checklist that they are complying with NRS policies on distance education. States already collect all of the other information necessary to disaggregate this information and to report it; therefore, the impact and burden change are minimal.](#)

<b>Signature of Senior Officer or designee:</b>	<b>Date:</b>	<b>For OIRA Use</b> <hr/> <hr/>
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**\*\*This form cannot be used to extend an expiration date  
OMB 83-C**