

**1820-0563**  
**Annual Report on Appeals Process**  
**ED Response to Prior Terms of Clearance**  
**January 2009**

**OMB Question:** What is ED's response to the terms of clearance on the prior ICR? They are: "Consistent with PRA requirements, RSA agrees to consult with representative respondents to obtain their views on the format and content of this information collection before the next submission of this package for OMB clearance."

**ED Response:** Having worked with VR agencies on their submittals on this data form and other data forms, RSA feels that it has given the agencies the opportunity to provide their views on the format and content of the form.

**OMB Follow-up:** Regarding our initial question, can you tell us a bit more about the consultation process? Did the Department specifically reach out to respondents to obtain their views? Which organizations did the Department reach out to, and what were the responses?

**ED Response:** The Department received respondent (Vocational Rehabilitation Agencies) input informally by providing technical assistance for completing the forms on line into our Management Information System(MIS). Our MIS has edit checks that prevent the form from being prepared incorrectly. The edit checks provide us the opportunity to discuss the form with the preparers, especially when they are having problems.

In addition, the Department meets more formally with the Council of State Administrators of Vocational Rehabilitation's (CSAVR) executive and management committees regarding data in general as well as the specific forms including the RSA-722.

Neither while providing technical assistance for completing the RSA-722 nor in working with CSAVR did the respondents suggest changes to the form. Respondents did not provide us with comments from the Federal Register notices as well.