

PAPERWORK REDUCTION ACT CHANGE WORKSHEET

Agency/Subagency Department of Education/ Office of Elementary and Secondary Education (OESE)	OMB Control Number 1810-0684 (03379)	
Enter only items that change		
	Current Record	New Record
Agency form number(s)	1810-0684 (03379)	1810-0684 (03379)
Annual reporting and record keeping hour burden		
Number of respondents	61	61
Total annual responses	61	61
Percent of these responses collected electronically	100%	100%
Total annual hours	2,440	1,830
Difference		610
Explanation of difference		
Program Change		610
Adjustment		
Annual reporting and record keeping cost burden (in thousands of dollars)		
Total annualized capital/startup costs	NA	NA
Total annual costs (O&M)	NA	NA
Total annualized cost requested	NA	NA
Difference		
Explanation of difference		
Program Change		
Adjustment		

Other change**

- There are two changes regarding the IIEP APR.
 - The number of respondents and number of responses are the same. There's change in the number of annual burden hours. This calculation and the statement of explanation are presented in the following table.
 - Reporting Block. Item A3 of the IIEP APR data collection instrument, the Department (OME) will now allow grantees to report follow-up information on just a sample population of their students and not every student. More details regarding this change are included in the following table. Only a few grantees (two or three) will be impacted by this change.

Calculation

Total Annual Hours Current Record

40 hrs. x 61 grantees = 2,440 hrs.

Total Annual Hours New Record

30 hrs. x 61 grantees = 1,830 hrs.

Other Change(s)/Statement of Explanation

- (1) After having discussed the effectiveness of the data-collection instrument with grantees, OESE (OMI) has concluded that the information being collected (contact hours for individual students) does not warrant the burden of work. Therefore, OME no longer requires grantees to record the number of contact hours they have with each of their students, which has caused the burden hours to decrease.
- (2a) In the Reporting Block, Item A3 of the IIEP APR data collection instrument, grantees that have 150 or more students who acquire a GED would have the option of reporting follow-up data on a sample population of students that have acquired a GED rather than on every student that acquires a GED.

Therefore, projects that report 149 or less students acquiring a GED are still required to report follow-up data on every student.

(2b -- Table)

Grantees that have 150 or more students who acquire a GED

Grantees that have 149 or less students who acquire a GED

Have an option of reporting follow-up data on a sample population of students that have acquired a GED
Report follow-up data on every student that have acquired a GED

Signature of Senior Officer or designee:

Rachel Crawford 1/13/09 *RC*

Date:

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