

## Justification for Change for 1820-0631

The package was approved on January 17, 2008. Also, I have attached a copy of the revised instrument and identified the added question in red. Please let me know how we need to proceed. --Thanks, Kerrie

### Justification:

The PWI program received approval from OMB for the revised data collection instrument on January 17, 2008. Grantees under this program did not submit data using this form until December 2008. In the process of reviewing data elements under the revised form, program staff discovered that a required element was inadvertently omitted. The PWI program has 5 performance measures. The program's minimum performance levels for these measures are that the grantee must pass the two primary indicators and two of the three secondary indicators. The two primary indicators include; 1) 55% placement rate of individuals served and 2) the average weekly change in earnings must be \$125 or more for full time employment and \$100 for part time employment if 75% or more of the placed participants work 30 hours or less. The secondary indicators include; 1) 50% of those placed into employment must have significant disabilities, 2) 50% of those placed must be previously unemployed for 6 months or more and 3) grantees actual cost per placement can not exceed the projected cost per placement by 115% or more.

In revising the form, the program did not include a data element to capture the second primary indicator, average weekly change in earnings must be \$125 or more for full time employment and \$100 for part time (30 hours or less) employment. Although the revised form does collect the average weekly change in earnings, we did not include a data element to capture whether 75% or more of participants work fewer than 30 hours per week. This data element was captured under the previous version of the form but was not included under the revised form. As this element is a primary indicator that must be reported by all grantees, we are requesting approval to revise the form to include.