

Note to Reviewer Regarding Terms of Clearance

April 15, 2005 Terms of Clearance: Prior to next approval, ASVET must update OMB on the status of efforts to make these forms electronically available and the viability of password protection.

DOL/VETS created 5 new forms which are part of this revised clearance to meet this Term. The Manager's Report on Services to Veterans is not a form, but continues to be a narrative report submitted by grantees. All of the other information collections are new forms that will be made available to grantees electronically as Microsoft Excel documents. The forms will be transmitted to the States as attachments to Veterans' Program Letters and will be posted on the VETS homepage for download. All of the forms were designed with imbedded formula calculations to reduce the burden on individual respondents and staff that review application forms and consolidate reports. The forms themselves are password protected to prevent loss or alteration of formula calculations.