Supporting Statement for OMB Clearance Request

Appendix D: Modified
Basic Information
Form

Innovative Strategies for Increasing Self-Sufficiency (ISIS) – Follow-up Data Collection

OMB No. 0970-0397

March 2013

Submitted by:
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Office of Planning, Research
and Evaluation
Administration for Children
and Families

U.S. Department of Health and Human Services

Appendix D: Modified Basic Information Form

Note: The Basic Information Form (BIF) used during the baseline data collection was previously approved by OMB. The modified BIF, one of the instruments requesting clearance in this submission, includes some new questions about the participant's children. Proposed changes to the BIF are highlighted in yellow.

The time for completing the BIF without the child roster is estimated to be 15 minutes.

The time for completing the child roster is estimated to be 3 minutes, depending on the number of children.





Basic Information Form

«ID»

The following form asks you a series of questions about your background. It should take you about 15 minutes to complete. The questions cover a range of topics, including your family characteristics, your educational background, and your employment history. This information is important for the study, but you can refuse to answer any questions. Some questions will have special instructions that are in bold font that *look like this*. Please read these instructions carefully. If you have any questions, please ask the intake worker in the room for help. When you are finished, find the form labeled SAQ. It is printed on blue paper in your application packet. Read the instructions on the front of the SAQ, and begin filling it out.



Paperwork Reduction Act (PRA) Statement: An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB control number for this collection is 0970-0397 and it expires xx/xx/xxxx. If you have comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, please send them to [Contact Name]; [Contact Address]; Attn: OMB-PRA (0970-0397).

ISIS Implementation and Evaluation OMB No. 0970-0397 «ID» IDENTIFYING INFORMATION 1. WHAT IS YOUR NAME? FIRST M.I. LAST 2. WHAT IS YOUR DATE OF BIRTH? (MONTH) (DAY) (YEAR) 3. WHAT IS YOUR SOCIAL SECURITY NUMBER? 4. WHAT IS YOUR ADDRESS? STREET ADDRESS APT# CITY STATE ZIP 5a. WHAT IS YOUR PRIMARY PHONE NUMBER? 5b. WHAT IS YOUR SECONDARY PHONE NUMBER? $_2\square$ CELL $_3\square$ WORK 2□ CELL $_3\square$ WORK $_1\square$ HOME 1□ HOME 6. WHAT IS YOUR E-MAIL ADDRESS? _@_ BACKGROUND AND FAMILY CHARACTERISTICS 7. WHAT IS YOUR SEX? 1□ MALE 2☐ FEMALE 8. WHAT IS YOUR MARITAL STATUS? $_1\square$ NOW MARRIED $_2\square$ WIDOWED ₃□ DIVORCED ₄□ SEPARATED $_5\square$ NEVER MARRIED 9. ARE YOU OF HISPANIC, LATINO, OR SPANISH $_1\square$ NO, NOT OF HISPANIC, LATINO, OR SPANISH ORIGIN ORIGIN? $_2\square$ YES, MEXICAN, MEXICAN AM., CHICANO ₃□ YES, PUERTO RICAN $_4\square$ YES, CUBAN 5 ☐ YES, ANOTHER HISPANIC, LATINO, OR SPANISH ORIGIN 10. WHAT IS YOUR RACE? (MARK ONE OR MORE) $_1\square$ WHITE $_2\square$ BLACK, AFRICAN AM., OR NEGRO

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5□ ASIAN

 $_3\Box$ AMERICAN INDIAN OR ALASKA NATIVE $_4\Box$ NATIVE HAWAIIAN OR PACIFIC ISLANDER

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BACKGROUND AND FAMILY CHARACTERISTICS		
11. WERE YOU BORN IN ONE OF THE 50 U.S. STATES, WA	ASHINGTON D.C., OR PUERTO RICO?	
ı□ YES		
$_2\square$ no $ ightarrow$ in what year did you come to live in 1	THE UNITED STATES, WASHINGTON D.C., OR PUERTO RICO?	
12a. DO YOU SPEAK A LANGUAGE OTHER THAN ENGLISH	AT HOME?	
ı□ YES		
₂ □ NO (PLEASE SKIP TO 13)		
IF YES, HOW WELL DO YOU:		
12b. SPEAK ENGLISH?	12c. READ ENGLISH?	
1 VERY WELL	1 VERY WELL	
2☐ WELL	2□ WELL	
₃□ NOT WELL	₃□ NOT WELL	
₄□ NOT AT ALL	₄□ NOT AT ALL	
13. WHICH OF THE FOLLOWING LIVE IN YOUR HOUSEHO	LD AT LEAST HALF THE TIME? (MARK ONE OR MORE):	
1□ YOUR SPOUSE		
₂ YOUR UNMARRIED PARTNER		
₃□ YOUR BIOLOGICAL OR ADOPTED CHILDREN		
₄□ OTHER CHILDREN UNDER AGE 18		
5☐ YOUR MOTHER OR FATHER		
6□ YOUR OTHER RELATIVES		
₇ □ YOUR SPOUSE'S MOTHER OR FATHER		
8□ YOUR SPOUSE'S OTHER RELATIVES		
₉ □ FRIENDS		
10□ OTHERS		
11□ NO ONE ELSE		
14. HOW MANY ADULTS AGE 18 OR OLDER, INCLUDING	YOURSELF, LIVE WITH YOU AT LEAST HALF THE TIME? ADULTS	
15a. HOW MANY <u>CHILDREN UNDER AGE 18</u> LIVE WITH YOU AT LEAST HALF THE TIME? (INCLUDE BIOLOGICAL, ADOPTED, FOSTER, STEP, AND ANY OTHER CHILDREN):		
CHILDREN (IF ZERO, PLEASE SKIP TO 17)		
15b. FOR HOW MANY OF THESE CHILDREN ARE YOU OR YOUR SPOUSE THE LEGAL GUARDIAN?		
CHILDREN		

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CHILDREN WHO LIVE WITH YOU AT LEAST HALF THE TIME				
16. Please provide the basic information below for each child under the age of 18 who live with you at least half the time. If you need				
additional space, use the extra sheet on the back.				
CHILD 1	CHILD 2	CHILD 3		
What is his/her name?	What is his/her name?	What is his/her name?		
First Name:	First Name:	First Name:		
Last Name:	Last Name:	Last Name:		
What is this child's date of birth?	What is this child's date of birth?	What is this child's date of birth?		
(Month) (Day) (Year)	(Month) (Day) (Year)	(Month) (Day) (Year)		
What is this child's sex?	What is this child's sex?	What is this child's sex?		
₁□ Male	₁□ Male	₁□ Male		
₂□ Female	₂□ Female	₂□ Female		
Hamilton and the state of the s	II	H		
How is this child related to you?	How is this child related to you?	How is this child related to you?		
□ Biological child	□ Biological child	□ Biological child		
2□ Adoptive child	2□ Adoptive child	2□ Adoptive child		
₃□ Stepchild	₃□ Stepchild	₃□ Stepchild		
₄□ Foster child	₄□ Foster child	₄□ Foster child		
₅□ Other dependent	₅□ Other dependent	₅□ Other dependent		
If you live with your spouse or partner, how is this child related to your spouse or partner?	If you live with your spouse or partner, how is this child related to your spouse or partner?	If you live with your spouse or partner, how is this child related to your spouse or partner?		
$_1\square$ Biological child	₁□ Biological child	₁□ Biological child		
2□ Adoptive child	2□ Adoptive child	2□ Adoptive child		
₃□ Stepchild	₃□ Stepchild	₃□ Stepchild		
₄□ Foster child	₄□ Foster child	₄□ Foster child		
₅□ Other dependent	₅□ Other dependent	₅□ Other dependent		

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CHILD 4	CHILD 5	CHILD 6
What is his/her name?	What is his/her name?	What is his/her name?
First Name:	First Name:	First Name:
Last Name:	Last Name:	Last Name:
What is this child's date of birth?	What is this child's date of birth?	What is this child's date of birth?
(Month) (Day) (Year)	(Month) (Day) (Year)	(Month) (Day) (Year)
What is this child's sex?	What is this child's sex?	What is this child's sex?
₁□ Male	ı□ Male	₁□ Male
₂ □ Female	₂□ Female	₂ □ Female
How is this child related to you?	How is this child related to you?	How is this child related to you?
₁□ Biological child	1□ Biological child	1□ Biological child
2□ Adoptive child	2□ Adoptive child	2□ Adoptive child
₃□ Stepchild	₃□ Stepchild	₃□ Stepchild
₄□ Foster child	₄□ Foster child	4□ Foster child
₅□ Other dependent	₅□ Other dependent	₅□ Other dependent
If you live with your spouse or partner, how is this child related to your spouse or partner?	If you live with your spouse or partner, how is this child related to your spouse or partner?	If you live with your spouse or partner, how is this child related to your spouse or partner?
ı□ Biological child	ı□ Biological child	₁□ Biological child
2□ Adoptive child	2□ Adoptive child	2□ Adoptive child
₃□ Stepchild	₃□ Stepchild	₃□ Stepchild
₄□ Foster child	₄□ Foster child	₄□ Foster child
₅□ Other dependent	₅□ Other dependent	₅□ Other dependent

 $_2\square$ YES \rightarrow HOW MANY CHILDREN? ____

 $_1\square$ NO

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BACKGROUND AND FAMILY CHARACTERISTICS

17. DO YOU HAVE ANY CHILDREN UNDER AGE 18 WHO DO NOT LIVE WITH YOU AT LEAST HALF THE TIME?

-			
CHILDRE	N WHO DO <u>NOT</u> LIVE WITH YOU AT LEAST HAL	THE TIME	
16. Please provide the basic information below for each child under the age of 18 who do <u>not</u> live with you at least half the time. If you need additional space, use the extra sheet on the back.			
CHILD 1	CHILD 2	CHILD 3	
What is his/her name?	What is his/her name?	What is his/her name?	
First Name:	First Name:	First Name:	
Last Name:	Last Name:	Last Name:	
What is this child's date of birth?	What is this child's date of birth? What is this child's date of birth?		
(Month) (Day) (Year)	(Month) (Day) (Year)	(Month) (Day) (Year)	
What is this child's sex?	What is this child's sex?	What is this child's sex?	
ı□ Male	ı□ Male	₁□ Male	
2□ Female	2□ Female		
How is this child related to you?	How is this child related to you?	How is this child related to you?	
1□ Biological child	1□ Biological child	1□ Biological child	
2□ Adoptive child	2□ Adoptive child	□ Adoptive child	
₃□ Stepchild	₃□ Stepchild	₃□ Stepchild	
₄□ Foster child	₄□ Foster child	₄ □ Foster child	
₅□ Other dependent	₅□ Other dependent	₅□ Other dependent	
If you live with your spouse or partner, how is this child related to your spouse	If you live with your spouse or partner, how is this child related to your spouse	If you live with your spouse or partner, how is this child related to your spouse	
or partner?	or partner?	or partner?	
□ Biological child	□ Biological child	□ Biological child	
2□ Adoptive child	2□ Adoptive child	2□ Adoptive child	
₃□ Stepchild	₃□ Stepchild	₃□ Stepchild	
₄□ Foster child	4□ Foster child	4□ Foster child	
5□ Other dependent	5□ Other dependent	5□ Other dependent	

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CHILD 4	CHILD 5	CHILD 6	
What is his/her name?	What is his/her name?	What is his/her name?	
First Name:	First Name:	First Name:	
Last Name:	Last Name:	Last Name:	
What is this child's date of birth?	What is this child's date of birth?	What is this child's date of birth?	
(Month) (Day) (Year)	(Month) (Day) (Year)	(Month) (Day) (Year)	
What is this child's sex?	What is this child's sex?	What is this child's sex?	
ı□ Male	ı□ Male	₁□ Male	
2□ Female	2□ Female	₂ □ Female	
How is this child related to you?	How is this child related to you?	How is this child related to you?	
1□ Biological child	₁□ Biological child	₁☐ Biological child	
$_2\square$ Adoptive child	₂ Adoptive child	2□ Adoptive child	
₃□ Stepchild	₃□ Stepchild	₃□ Stepchild	
4□ Foster child	₄□ Foster child	4□ Foster child	
₅□ Other dependent	₅□ Other dependent	₅□ Other dependent	
If you live with your spouse or partner, how is this child related to your spouse or partner?	If you live with your spouse or partner, how is this child related to your spouse or partner?	If you live with your spouse or partner, how is this child related to your spouse or partner?	
₁□ Biological child	₁□ Biological child	□ Biological child	
2□ Adoptive child	2□ Adoptive child	2□ Adoptive child	
₃□ Stepchild	₃□ Stepchild	₃□ Stepchild	
₄□ Foster child	₄□ Foster child	₄□ Foster child	
$_5\square$ Other dependent	₅□ Other dependent	$_5\square$ Other dependent	

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18. WHAT IS THE HIGHEST DEGREE OR LEVEL OF SCHOOL YOU HAVE COMPLETED? (MARK ONE):
SHEAN CHAMPELSHIPMEN, MANDARMANAMAN PATAL CHAMPEN WATCH AND AND THE SHEAT AND
$_1\square$ grade 1 through 11 $ o$ please write the highest grade you completed 1-11 here:
2 □ 12 th GRADE – NO DIPLOMA
$_{ ext{3}}\square$ GED OR ALTERNATIVE CREDENTIAL
₄□ REGULAR HIGH SCHOOL DIPLOMA
$_5\square$ SOME COLLEGE CREDIT, BUT LESS THAN 1 YEAR OF COLLEGE CREDIT
$_6\square$ 1 or more years of college credit, but no degree
₇ □ ASSOCIATE'S DEGREE (FOR EXAMPLE, AA, AS)
g□ BACHELOR'S DEGREE OR HIGHER (FOR EXAMPLE BA, BS)
19. HAVE YOU RECEIVED A POST-SECONDARY VOCATIONAL OR TECHNICAL CERTIFICATE OR DIPLOMA?
1□ YES
₂ □ NO
20. HAVE YOU EVER ATTENDED ANY OF THE FOLLOWING EDUCATION AND TRAINING PROGRAMS? (MARK ONE OR MORE):
1□ ADULT BASIC EDUCATION
$_2\square$ English as second language
$_3\square$ VOCATIONAL, TECHNICAL OR TRADE SCHOOL (OTHER THAN COLLEGE)
$_4\square$ classes in how to succeed in school (for example, college success course)
$_5\square$ classes in how to succeed at work (for example, work habits, communication)
$_{6}\square$ none of the above
21. WHAT IS THE HIGHEST LEVEL OF EDUCATION THAT YOU EVENTUALLY <u>EXPECT</u> TO COMPLETE? (MARK ONE)
$_1\square$ no additional school
$_2\square$ GED OR ALTERNATIVE CREDENTIAL
₃□ REGULAR HIGH SCHOOL DIPLOMA
₄□ ASSOCIATE'S DEGREE (FOR EXAMPLE, AA, AS)
$_5\square$ Bachelor's degree (for example BA, BS)
$_{\rm g}\Box$ graduate (master's, doctoral, or other advanced professional) degree

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EDUCATIONAL BACKGROUND		
22. WHAT IS THE HIGHEST LEVEL OF SCHOOL COMPLETED BY YOUR:		
a. MOTHER (OR GUARDIAN #1)? b.	FATHER (OR GUARDIAN #2)?	
$_1\square$ not a high school graduate	$_1\square$ NOT A HIGH SCHOOL GRADUATE	
$_2\square$ GED OR ALTERNATIVE CREDENTIAL	2☐ GED OR ALTERNATIVE CREDENTIAL	
$_{\Im}\Box$ REGULAR HIGH SCHOOL DIPLOMA	₃□ REGULAR HIGH SCHOOL DIPLOMA	
$_4\square$ some college credit, but no degree	$_4\square$ some college credit, but no degree	
$_5\square$ ASSOCIATE'S DEGREE (FOR EXAMPLE, AA, AS)	5□ ASSOCIATE'S DEGREE (FOR EXAMPLE, AA, AS)	
$_6\square$ BACHELOR'S DEGREE OR HIGHER (FOR EXAMPLE BA, BS)	$_6\square$ BACHELOR'S DEGREE OR HIGHER (FOR EXAMPLE BA, BS)	
₇ □ DON'T KNOW	₇ □ DON'T KNOW	
EDUCATIONAL	BACKGROUND	
23. DO YOU HAVE ANY BROTHERS OR SISTERS WHO HAVE ATTENDED	COLLEGE?	
₁ □ YES		
2□ NO		
$_{\Im}\Box$ do not have any brothers or sisters		
24. WHAT GRADES DID YOU USUALLY GET IN HIGH SCHOOL? (MARK C	ONE):	
$_1\square$ DID not attend high school in the U.S.	4□ MOSTLY C's	
₂ □ MOSTLY A's	₅□ MOSTLY D's	
₃□ MOSTLY B's	₆ □ MOSTLY F's	
EMPLOYMENT	T AND INCOME	
25. ARE YOU CURRENTLY WORKING AT A JOB FOR PAY? (MARK ONE)		
1 Tes→ How many hours per week on average are you	HOURS/WEEK	
CURRENTLY WORKING? (INCLUDE ALL JOBS)		
$_2\square$ NO, BUT I WORKED BEFORE \rightarrow WHEN DID YOU LAST WORK?	/	
	(MONTH) (YEAR)	
$_{3}\square$ NO, I NEVER WORKED (PLEASE SKIP TO 27)		
26. IF YOU ANSWERED "YES" OR "NO, BUT I WORKED BEFORE" TO Q24: ABOUT HOW MUCH DO/DID YOU TYPICALLY EARN PER		
HOUR BEFORE TAXES IN YOUR CURRENT OR MOST RECENT JOB? (ANSWER FOR YOUR MAIN JOB IF MORE THAN ONE)		
\$ PER HOUR IN CURRENT/MOST RECENT JOB		
IF YOU <i>DO NOT</i> KNOW THE HOURLY RATE, PLEASE GIVE EARNINGS IN <i>ONE</i> OF THE CATEGORIES BELOW: \$ PER DAY		
\$ PER WEEK		
\$ EVERY 2 WEEKS \$ TWICE A MONTH		
\$ EVERY MONTH		
\$ OTHER (SPECIFY TIME PERIOD:)	

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EMPLOYMENT AND INCOME			
27. IN THE <i>PAST MONTH</i> , DID YOU OR ANYONE IN YOUR FAMILY (YOUR SPOUSE OR PARTNER AND ANY OTHER RELATIVES WHO LIVE WITH YOU) HAVE INCOME OR BENEFITS FROM ANY OF THE FOLLOWING SOURCES?			
A) IOD EXPANANCES	₁□ YES →	ABOUT HOW MUCH WAS IT PER MONTH? \$	
A) JOB EARNINGS?	₂□ NO		
B) WIC OR FOOD STAMPS (ALSO KNOWN AS	$_1\square$ YES $ ightarrow$	ABOUT HOW MUCH WAS IT PER MONTH? \$	
SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAMSNAP)?	₂□ NO		
C) PUBLIC ASSISTANCE OR WELFARE	$_1\square$ YES \rightarrow	ABOUT HOW MUCH WAS IT PER MONTH? \$	
(NOT INCLUDING WIC OR FOOD STAMPS)?	₂□ NO		
DV EDEE OD DEDLIGED LUNGU DDOGDAM3	₁□ YES		
D) FREE OR REDUCED LUNCH PROGRAM?	₂□ NO		
E) UNEMPLOYMENT INSURANCE, WORKER'S	ı□ YES →	ABOUT HOW MUCH WAS IT PER MONTH? \$	
COMPENSATION, DISABILITY OR SOCIAL SECURITY BENEFITS?	₂□ NO		
F) CHILD SUPPORT (OFFICIAL OR UNOFFICIAL)?	$_1\square$ YES $ ightarrow$	ABOUT HOW MUCH WAS IT PER MONTH? \$	
F) CHIED SOPPORT (OFFICIAL OR UNOFFICIAL)?	$_2\square$ NO		
G) FAMILY AND FRIENDS? (OUTSIDE THE	ı□ YES →	ABOUT HOW MUCH WAS IT PER MONTH? \$	
HOUSEHOLD)	2□ NO		
H) GRANTS OR LOANS FOR SCHOOL?	₁□ YES →	ABOUT HOW MUCH WAS IT PER MONTH? \$	
H) GRANTS OR LOANS FOR SCHOOL?	$_2\square$ NO		
I) HOUSING CHOICE VOUCHER (KNOWN AS	ı□ YES →	ABOUT HOW MUCH WAS IT PER MONTH? \$	
SECTION 8) OR PUBLIC HOUSING?	₂□ NO		
		UDE YOUR OWN EARNINGS AND ANY INCOME FROM YOUR SPOUSE OR	
PARTNER AND ANY OTHER RELATIVES WHO LIVE	: WITH YOU:		
\$ AMOUNT			
IF YOU DO NOT KNOW THE EXACT AMOUNT, PLE	ASE MARK THE	CATEGORY BELOW THAT IS CLOSEST:	
1□ \$0		₈ □ \$35,000 TO \$39,999	
2□ \$1 TO \$9,999		₃□ \$40,000 TO \$44,999	
₃□ \$10,000 TO \$14,999		10 ☐ \$45,000 TO \$49,999	
₄□ \$15,000 TO \$19,999		11□ \$50,000 TO \$59,999	
₅□ \$20,000 TO \$24,999		₁₂ □ \$60,000 TO \$69,999	
₅□ \$25,000 TO \$29,999		₁₃ □ \$70,000 TO \$79,999	
₇ □ \$30,000 TO \$34,999		14□ \$80,000 OR OVER	

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Please provide information for three persons not living with you who can help us locate you:				
CONTACT #1	ce persone needs and person can be	e.p us .ccu.	700.	
WHAT IS HIS/HER NAME?				
FIRST	LAST	y	,	
WHAT IS HIS/HER RELATIONSHIP TO YOU?		20.		
WHAT IS HIS/HER ADDRESS?				
	STREET ADDRESS	7014	APT#	
	CITY	STATE	ZIP	
WHAT IS HIS/HER PRIMARY PHONE NUMBER?	WHAT IS HIS/HER SECONDARY PHONE NUMBER?			
	L			
()				
*CONTRACT *CONTRACT *CONTRACT	12 HOME 22 CEEE 32 HOM			
WHAT IS HIS/HER E-MAIL ADDRESS?		1		
CONTACT #2				
WHAT IS HIS/HER NAME?		ž		
FIRST	LAST			
WHAT IS HIS/HER RELATIONSHIP TO YOU?				
WHAT IS HIS/HER ADDRESS?				
	STREET ADDRESS		APT #	
		E) ========	N 3	
	CITY	STATE	ZIP	
WHAT IS HIS/HER PRIMARY PHONE NUMBER?	WHAT IS HIS/HER SECONDARY PHONE NUMBER?			
()	()			
1□ HOME 2□ CELL 3□ WORK	1□ HOME 2□ CELL 3□ WORK			
	<u> </u>			
WHAT IS HIS/HER E-MAIL ADDRESS?		5	 ;	
CONTACT #3				
WHAT IS HIS/HER NAME?	The second secon		- <u>-</u> -x	
FIRST	LAST			
WHAT IS HIS/HER RELATIONSHIP TO YOU?				
WHAT IS HIS/HER ADDRESS?	9 1	-	9 21	
	STREET ADDRESS		APT #	
	CITY	STATE	ZIP	
WHAT IS HIS/HER PRIMARY PHONE NUMBER?	WHAT IS HIS/HER SECONDARY PHONE NUMBER?			
((,,,,,,,,,,,,,_			
$_{1}\square$ HOME $_{2}\square$ CELL $_{3}\square$ WORK	1 HOME 2 CELL 3 WORK			
WHAT IS HIS/HER E-MAIL ADDRESS?				
MILL IN LIN LEW E-INIVIT MONKESOL				

Basic Information Form

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Thank you for completing this form!

Please hand in this form and the signed copy of the white form to the staff person.

Next, please find the blue form in the envelope, read the instructions on the front cover, and begin to work on it.



Staff Use Only	
ID#: «ID»	
Entered in RABIT (Initials):	Date://
Entered in Tracking Log (Initials):	Date://
Quality Check (Initials):	Date://