

**PROPOSED CHANGES TO THE RSA-15 RANDOLPH-SHEPPARD DATA
COLLECTION INSTRUMENT**

Section I – Earnings and Employment

Line 9 – Retirement and Other Benefits Paid. This item was changed to “Retirement and Other Benefits Paid to/for Currently Operating Vendors.” The change was made to clarify that the retirement and other benefits category refers to retirement funds set aside and invested by the SLA on behalf of vendors or provided to the vendor to invest. This element does not include payments to retirees. The instructions will be similarly modified.

Line 17 – The Median of Net Vender Earnings in the State. The instructions were changed to clarify that this number includes fair minimum return and other benefits.

Section II – Vending Facilities and Vendors

Subsection A – Number at Beginning of Year. The data entries for “Beginning of the year” will be adjusted in the MIS so they are prepopulated with the “Number at End of Year” from the prior year’s report for subsections A, D, E, F, G and H. We believe this change will reduce burden and improve accuracy.

Subsection B – Vending Facilities Located on Federal Property, End of Year. We broke out the Veterans Administration and Department of the Interior into individual entries.

Subsection E.4 – Facilities on Public Property. We will add an edit check to the “Number at End of Year” to make sure the figures under Line 4 for categories a, b, &c add to the total number at the end of the year for Line 4.

Section III – Vending Locations Under the Interstate Highway Program

The line for the “Total Vending Locations” will be moved from Line 1 to Line 4 so it follows the three numbers that comprise the total.

Section IV – Program Expenditures by Source of Funds

Column 1, Total, will be moved to the right and changed to Column 7 so that columns 1-6 add to the total rather than starting with the total as the first column.

Section V – Distribution and Expenditure of Program Funds From Vending Machine Income and Levied Set-Aside

The amount shown for the “Amount at the End of the Year” for the previous year will automatically prepopulate as the “Amount at Beginning of Year.”

Column 1, Total, will be moved to the right as Column 4 so that columns 1-3 add to the total rather than starting with the total as the first column.

Section VI – Vendor Training

Number of Sites Surveyed. This section was significantly modified.

A new line was added as line 1 for the “Number of Sites Surveyed During the Reporting Year.”

Line 2 was reworded from “Accepted for Vending Facility Site” to “Number of Sites Accepted by the SLA” and five subcategories were added:

- (a) Number of Accepted Sites Added to Existing Vending Facilities,
- (b) Number of Accepted Sites Used to Create New Vending Facilities,
- (c) Number of Accepted Sites that are Unassigned,
- (d) Number of Accepted Sites where the Assignment to a Blind Vendor is Pending, and
- (e) Number of Accepted Sites Assigned to a Third Party.

Line 3 was reworded from “Not Accepted Due to Infeasibility of Site” to “Number of Sites Not Accepted by the SLA” and three categories were added. These include former line 3, “Not Accepted Due to Infeasibility of Site,” line 4, “Not Accepted Due to Lack of Funds by the State,” and line 6, “Not Accepted Due to Lack of Qualified Vendors.” These three lines are incorporated as categories (a), (b), and (c).

A new line 5 was added, “Number of Surveyed Sites with a Decision Pending.”

Former line 1, “Total (Sum of Lines 2 through 7)” was moved to Line 6 and reads “Total (Sum of Lines 1, 2, 3, 4, and 5).”

Section VII – Vendor Training

We revised line 1 from “Individuals Provided Initial Training” to read “Number of Individuals Completing Training in the Reporting Year to Become Vendors.” We also clarified that this number refers to training provided in the current reporting year.

Line 2 – Total Number of Individuals Who Are Certified and Awaiting Placement as Vendors.” We changed “Certified” to “Certified/Qualified.

Line 3, Number of Vendors Provided In-Service Training and Line 4, Number of Vendors Provided Upward Mobility Training, were modified to clarify that they include on-line training.

Section VIII – State and Nominee Agency Personnel

In subsection A, Agency Personnel, we eliminated Line 1, “Vending Facility Program Budgeted FTE.” The Work Group indicated that this data is no longer necessary.

Line 1 (formerly Line 2) – Vending Facility Program Actual FTE. We eliminated the word “Actual” and revised the line to read “Vending Facility Program Staff (FTE).”

We added a subcategory under Line 1 for (a) “Number of Business Consultant/Counselor Staff (FTE).” The instructions will be modified to indicate that, of the total vending facility program staff, we are interested in the number who are business consultant/counselor staff.

In subsection B, Training, there were separate lines for: (1) “Number Who Received In-Service Training Related to Blindness, Business Management, or Aspects of the Randolph-Sheppard Vending Facility Program” and (2) “Number Who Received Training through an External Source Related to Blindness, Business Management, or Aspects of the Randolph-Sheppard Vending Facility Program.” We consolidated these lines because the distinction between in-service training and training through an external source is not clear. For example, you could have in-service training provided by an external source. The line now reads “Number Who Received Training Related to Blindness, Business Management, or Aspects of the Randolph-Sheppard Vending Facility Program.”

CERTIFICATION – A line will be added below the “Name of the Authorized Official” to indicate the “Title of the Authorized Official,” and “Date Signed” will be changed to “Date Certified.”