

**Supporting Statement for  
Supportive Housing & Individual Placement and Support (SHIPS) Study  
OMB No. 0960-0840**

**A. Justification**

**1. Introduction/Authoring Laws and Regulations.**

On May 6, 2021, the Social Security Administration (SSA) announced a new funding opportunity, the Interventional Cooperative Agreement Program (ICAP), in the Federal Register, 86 FR 24427. ICAP allows SSA to partner with various non-federal groups and organizations to advance interventional research connected to the Supplemental Security Income (SSI) and Social Security Disability Insurance (SSDI) programs. Section 1110(a) of the *Social Security Act* gives the Commissioner of Social Security the authority to help fund research or demonstration projects relating to the prevention and reduction of dependency.

Homelessness and unemployment are linked issues, with rising housing costs often leaving people unable to afford homes when combined with unemployment. The instability of housing makes finding employment even more challenging, creating a difficult cycle to break. While studies have shown that supportive housing programs improve housing stability, there is no significant evidence that such programs reliably increase employment among residents, including residents of place-based permanent supportive housing, scattered site permanent supportive housing, and rapid rehousing. Conversely, Individual Placement and Support (IPS), an evidence-based method for supporting employment, has not demonstrated effectiveness in stabilizing housing. SSA is requesting clearance to collect data for the Supportive Housing and Individual Placement and Support (SHIPS) study, under the Interventional Cooperative Agreement Program (ICAP), to determine whether participation in Individual Placement and Support (IPS) improves the employment, income, health, and self-sufficiency of people who are recently homeless and living in supportive housing. SSA awarded Westat a cooperative agreement to conduct SHIPS. In addition to SSA, Westat is partnering with three subrecipients to implement this project: (1) People Assisting the Homeless (PATH), (2) the University of Southern California (USC), and (3) the Research Foundation for Mental Hygiene (RFMH).

OMB approved the information collection for SHIPS on September 10, 2024, and enrollment for the SHIPS project began on November 1, 2024. SSA is resubmitting this Supporting Statement and associated data instruments to request several alterations to one of the data instruments that OMB approved, a quarterly housing and employment interview data instrument, in order to collect additional information from participants that researchers had previously thought would be available through other data sources.

## 2. **Description of the Collection**

The SHIPS study is a randomized controlled trial (RCT) designed to determine whether participation in Individual Placement and Support (IPS) improves the employment, income, health, and self-sufficiency of people who are recently homeless and living in supportive housing. The SHIPS study will mark the first study testing the effectiveness of implementing IPS in a supportive housing program. SSA hypothesizes that combining two successful evidence-based practices that separately address homelessness and supported employment will yield a single intervention that effectively addresses both. The intent of the SHIPS study is to measure the effectiveness of evidence based IPS compared to the services provided by local WorkSource Centers broadly available to jobseekers in the Los Angeles area. We are only testing the SHIPS study in LA, and no other cities, because Los Angeles has one of the second-largest homeless populations in the United States, second only to New York City. ([The 2023 Annual Homelessness Assessment Report \(AHAR to Congress\) Part 1: Point-In-Time Estimates of Homelessness, December 2023 \(huduser.gov\)](#)). A recent Los Angeles survey found that 46 percent of unsheltered individuals cited unemployment as the main reason the individual is homeless. The RCT, sampling from over 2,000 recently homeless people, will maximize real-world generalizability to populations in supportive housing nationwide. The project also leverages resources such as staff development and training on the IPS model provided to Los Angeles housing case managers through a grant from the Hilton Foundation. In addition, the maximum allowable ICAP grant amount does not allow SSA to carry out interventions of this scope to multiple large cities. ICAP is a competition, and SSA did not get any other submissions this year from applicants seeking to serve homeless individuals in New York City or other locations with a large population or concentration of homeless or formerly homeless individuals.

PATH's housing case managers will refer PATH clients interested in finding employment to the SHIPS study, and the SHIPS research team will randomly assign participants to one of two groups:

1. **IPS:** The Individual Placement and Support (IPS) service team will offer a range of structured services customized to participants' personal needs, preferences, and challenges related to disabilities and/or mental health conditions. IPS is specifically designed as a supported employment model for individuals with serious mental illness and includes standardized training and fidelity requirements. Components of IPS that differ from those offered by WorkSource Services include integrated treatment that incorporates vocational and mental health services; benefits planning; and focus on rapid job search without extensive training.

**WorkSource Center Services (WCS):** Under PATH's current housing model, housing case managers refer PATH clients who express interest in finding employment to local American Job Centers, known as WorkSource

Centers (WC) in Los Angeles. The City of Los Angeles Economic and Workforce Development Department operates the WCs. Staff at WCs follow an employment services model that varies by WC, is not evidence-based or subject to fidelity monitoring and is not necessarily responsive to the individual needs of jobseekers with disabilities. IPS is an individualized approach supporting employment outcomes for people with disabilities, and the Clearinghouse for Labor Evaluation and Research (CLEAR) lists several IPS studies that point to strong causal evidence attesting to the effectiveness of this approach. Westat designed this RCT specifically to test the (as yet untested) hypothesis that the type of individualized approach offered by IPS leads to more successful outcomes among the target population of specifically formerly homeless jobseekers with disabilities. There is a lack of evidence indicating whether the individualized approach offered by IPS is necessarily better or worse than the supports offered by local services for this population, and that knowledge gap is one of the primary reasons SSA awarded an ICAP grant to support research activities designed to test this hypothesis. Westat researchers developed this hypothesis after receiving notification of anecdotal evidence suggesting that people who are served by WorkSource centers may generally feel that a more individualized approach would suit their needs better.

The primary goals of the SHIPS study are:

1. To measure the effects of IPS participation on employment, income, health, and long-term self-sufficiency measured as a combination of housing stability, income, and receipt of DI and SSI benefits.
2. To describe the study population in order to understand both the generalizability of the study's findings and the potential reasons for the observed effects.
3. To explore the IPS implementation process to understand challenges and facilitators to high-fidelity IPS implementation in the supportive housing context.

Grantee researchers and SSA will use the information collected during this study to (1) assess the short-term and long-term effectiveness of the proposed intervention to improve employment, income, and self-sufficiency; (2) understand the implementation process; and (3) provide summary data for different groups related to the effect of IPS.

### **Recruitment**

PATH, Westat, and USC will engage in recruiting efforts aimed specially at residents of PATH's supportive housing residents, which consists of a population of approximately 1,220 people. USC research assistants will continue enrolling participants in the SHIPS study until USC obtains signed consent forms from 200 participants receiving services from PATH in the Los Angeles area. The research assistants will randomly assign these participants to receive either IPS or WCS,

Recruitment. The recruitment will consist of two processes: (1) outreach and (2) informational interview:

1. **Outreach:** PATH and Westat will design fliers and posters to advertise the study to potential participants. PATH staff and SHIPS researchers will also provide informational presentations for PATH case managers and residents about the SHIPS study.
2. **Informational Interview:** Any PATH resident referred to SHIPS by their case manager will attend two informational interviews with their case manager and a USC hired research assistant. All case managers employed by PATH to serve residents of the supportive housing units included in this project will be informed about the SHIPS project by PATH staff, or by a combination of PATH staff and the SHIPS research team as part of the informational interviews.

The two interviews are necessary to ensure potential recruits understand the requirements of the study and the intent for the participants to seek employment. During the interview the case manager will explain the study; answer participant's questions; confirm the potential participant's understanding of the study and their role in it; and make an assessment of the potential participant's intent.

If the participant agrees to participate in SHIPS, the SHIPS research team will ask them to complete the following: (a) consent form; (b) baseline interview; (c) quarterly interviews; and (d) final participant interviews.

- a) **Consent forms:** Before participating in the SHIPS study, the research assistant will provide the participants with a paper consent form in person and will request the participants to complete and sign it. SSA requires a wet signature on the consent form; therefore, we do not accept an electronic signature. If a participant refuses to sign the consent form, Westat will select another participant. The consent form will include the following key elements:
  - The voluntary nature of the study;
  - A list of the personal information the study will request from them;
  - A list of the personal information that SSA will be providing Westat about them as part of this study;
  - How Westat will use their information;
  - The safeguards that are in place to protect their information;
  - Their rights as study participants;
  - That participants can withdraw at any time;
  - Information on who to call if the participant has questions about the study;
  - Information on who to call if participants have questions about their rights as research participants; and

- Their consent to take part in the research study and for SSA to release certain personal information to Westat.
- b) **Baseline Interview:** Research assistants from USC will conduct an in-person interviews after receiving the participant's signed consent. The interview will last 60 minutes and will include questions about the participant's employment, finances, housing, education, and social networks, and other topics. Westat does not require participants to fill out forms themselves or access the internet to enter data. The interview format will provide an opportunity to help participants understand and answer questions.
  - c) **Quarterly Interviews:** Research assistants from USC will conduct quarterly interviews by telephone; if the research assistant cannot reach the participant by telephone, the research assistant will conduct the interview in person. Most of these interviews will last 10 minutes, will occur every three months, and will include questions about their housing and employment.
  - d) **Final Interview:** Research assistants from USC will conduct an in-person final interview which will include questions similar to what the baseline interview covered.

We identified the following psychological costs based on the requirements for this information collection:

- **Psychological Cost #1:**
  - o **Requirement for the Program:** The SHIPS Study requires each potential participant to attend to informational interviews and meet predetermined eligibility requirements.
  - o **Psychological Cost:** Participants may feel that these informational interviews are burdensome. The participants may also experience disappointment if individuals hoped to enroll in the study but do not meet eligibility requirements. The process may also cause them to reflect on their circumstances and experience additional disappointment.
- **Psychological Cost #2:**
  - o **Requirement for the Program:** The SHIPS team will randomly select participants for enrollment in to receive either Worksource Center Services or Individual Placement and Support.
  - o **Psychological Cost:** Participants may experience disappointment if not randomly selected by the program to receive IPS, because it is unavailable to those not participating in SHIPS. Participants may also resent either study staff or those participants randomized to receive IPS. This could affect their participation in SHIPS and its periodic interviews.

- **Psychological Cost #3:**
  - **Requirement for the Program:** SHIPS participants will complete a baseline interview and will complete brief quarterly interviews throughout the study period.
  - **Psychological Cost:** Participants may find some questions uncomfortable. Participants may experience discomfort, shame, or embarrassment when asked about, for example, histories of homelessness and justice system involvement.
- **Psychological Cost #4:**
  - **Requirement for the Program:** To follow up on observed implementation challenges, Westat researchers will interview SHIPS participants and PATH staff. These interviews will occur when implementation researchers identify a research question that qualitative interview data may address.
  - **Psychological Cost:** Participants may find some questions uncomfortable.

Westat will provide participants with breaks and option to continue later, but participants may elect not to complete the interviews. We understand these psychological costs may cause participants to delay their completion of the information collection or cause them to abandon the information collection entirely. Westat will allow participants to skip any questions that make them uncomfortable and still participate. Therefore, we have taken this potential psychological cost into account when calculating our burden in #12 below. Westat will also make available Spanish versions of the baseline, quarterly, and final interviews to accommodate participants who speak only Spanish. This will further reduce burden.

The respondents are residents in supportive housing units operated by PATH who are unemployed and looking for employment.

### 3. **Use of Information Technology to Collect the Information**

Research assistants and study staff responsible for data collection will input data directly using online forms in REDCap. Specially trained research assistants will conduct participant interviews and will enter data into online survey forms. IPS employment specialists and supportive housing case managers will submit process data describing participants participation in either IPS or supportive housing employment counseling. IPS trainers and Westat interviewers will submit implementation data collected during the IPS implementation process. Westat will use paper copies and notes only when necessary and will destroy the paper copies and notes after Westat enters the data in the RedCAP system. Westat researchers have identified that personal interviews will be a more effective way of attaining accurate answers from this target population than an electronic collection would. Research assistants will also build trust and maintain

contact with enrollees through personal interviews, which researchers expect will improve responses rates and quality of recall.

SSA requires a wet signature on the consent forms when the participant is consenting for the agency to release agency administrative data for projects supported by ICAP agreements, even with the recent updates to the e-signature policy for other documents.

**4. Why We Cannot Use Duplicate Information**

The SHIPS study will employ collection instruments designed to eliminate duplication. The SHIPS study will also rely on administrative data whenever possible, this will both ease the burden on potential participants and improve the quality of the data. PATH will obtain participant's histories of residence within PATH housing and client diagnostic information. SSA will provide data describing applications and appeals for disability benefits, as well as any allowances.

**5. Minimizing Burden on Small Participants.**

This collection does not affect small businesses or other small entities.

**6. Consequences of Collecting Data Less Frequently**

Westat has selected the measurement intervals for this study to minimize the intervals while still allowing researchers to assess changes in outcomes on relevant timescales. Increasing that interval will compromise (1) the ability assess change over time and (2) the quality of recall and therefore the accuracy of measurement. Therefore, Westat cannot collect the data less frequently. There are no technical or legal obstacles to burden reduction.

**7. Special Circumstances**

There are no special circumstances that would cause SSA to conduct this information collection in a manner inconsistent with 5 *CFR* 1320.5.

**8. Solicitation of Public Comment and Other Consultations with the Public.**

The 60-day advance Federal Register Notice published on December 26, 2024, at 89 FR 105170, and we received no public comments. The 30-day FRN published on July 2, 2025 at 90 FR 29100, and we received no public comments. We did not consult with the public in the revision of this form. We did not consult with the public in the development or revision of the forms used to collect data in the SHIPS study.

**9. Payment to Participants**

Westat will pay SHIPS participants \$50 for each of the two 60-minute interviews at the beginning and end of the study. Once every three months during the study, Westat will pay the participant \$20 for their participation in additional brief interviews. If the participants participate in all segments of the study, the participant will receive a total \$240 over 24 months. All payments will be in the

form of gift cards. The research team has not determined how much payment participants may receive for any additional interviews after these initial 24 months.

**10. Assurance of Confidentiality**

The SHIPS team has obtained IRB approval of all data collection tools. The team has multiple procedures in place to protect and ensure participant confidentiality. All data collection efforts have informed consent processes that have been reviewed by Westat's IRB. Westat requires all project staff, including subcontractors and consultants, to sign confidentiality agreements. The IRB reviews all studies to ensure compliance with the Privacy Act and applicable regulations that protect human subjects. The evaluation team will comply with all requirements identified in the Privacy Act. The evaluation team will provide all involved employees, consultants, and grantees information regarding Privacy Act and systems security requirements. A secure website will transmit all electronic exchanges of data. The facility's security includes maintaining all electronic data storage media (e.g., data files, recordings), source documents, abstracts, reports, and any forms or lists containing confidential or private information within locked or password-protected secure areas. The evaluation team will not disclose data or information to any person, organization, or agency other than those specifically authorized or prescribed by contractual procedures. Specific rules used to avoid inadvertent disclosure of identity will be determined in consultation with SHIPS statisticians, but typically involve suppressing data where a small number of participants would otherwise appear in a table shell or text.

Prior to performing any project work or accessing any system, and on an annual basis thereafter throughout the period of the project, all members of the SHIPS team shall receive training on security awareness and human subjects' protection commensurate with the responsibilities required to perform the tasks of the project. Westat will maintain a list of all individuals who have completed these trainings and shall submit this list to the SSA Program Officer upon request.

The SHIPS team will make efforts to guard the names of participants, all information or opinions collected in the course of interviews, and any information about participants learned incidentally during the project. Westat will keep hard copies of interview data and notes containing personal identifiers in locked containers or a locked room when not in use. Westat and SSA will exercise reasonable caution in limiting access to data to only those who are working on the project and who have instruction in appropriate Human Subjects requirements for the project.

Identifying information such as individuals' names and addresses will not be part of any machine data record. Westat will maintain electronic files and audio files on secure REDCap servers maintained by Vanderbilt University and accessible only to project staff and under password-protection. Westat controls access to network-based data files by using Access Control Lists or directory, and file



access rights. These permissions are based on user account ID and the associated user group designation, which the system administrator maintains. Westat instructs staff on the proper use of PCs for the storage, transfer, and use of sensitive information and the tools available, such as encryption. Westat will transfer data using encryption protocols to secure Westat servers throughout and at the culmination of the SHIPS study period. Westat will delete data from REDCap servers at the end of the study period.

SHIPS data collection involves seven sources of data: (1) people in supportive housing who have consented to randomization and inclusion in the study; (2) IPS employment teams; (3) case managers at PATH; (4) PATH administrative data; (5) Social Security Administration administrative data; (6) IPS trainers; (7) stakeholders (service providers or their clients) identified as potential sources of information regarding barriers to high-fidelity IPS implementation in the supportive housing setting. Our procedures include limiting the number of individuals who have access to identifying information, using locked files to store hardcopy forms, assigning unique IDs to each participant to ensure anonymity, and implementing guidelines pertaining to data reporting and dissemination. For all data collection activities, Westat will inform participants that participation is voluntary, the participant has the right to discontinue participation at any time without impacting any services participants receive, and of the risks and benefits of participation. Westat will obtain informed consent from all participants participating in interviews.

SHIPS researchers have obtained a Certification of Confidentiality (CoC) for this project from the National Institutes of Health (NIH). This will provide clients an additional assurance of privacy by prohibiting the sharing of information with any entity not connected to the SHIPS study. Westat can only share data with the explicit consent of the participant. These protections have no expiration date.

**IPS Team Meetings and Stakeholder Interviews.** During monthly meetings with the IPS team, the IPS trainer will take detailed notes regarding difficulties implementing IPS and the means identified to address them. When problems originate outside the IPS team, the research team will conduct interviews at one or more of three stakeholder levels: (1) *Organizational level*: leaders at PATH and related agencies; (2) *Provider level*: Case managers, peer support specialists, and IPS employment specialists; and (3) *Resident level*: Residents who PATH staff will help identify for interviews. SHIPS research staff will conduct all interviews, Westat will know participants' identities to ensure participants' rights, and Westat will follow an active informed consent process. Westat will contact potential participants by mail, email, or telephone to explain the evaluation prior to the interviews. The explanation will include the voluntary nature of the interviews, treatment of responses, and the risks, benefits, and rights as participants. With the consent of the participants, the interviews will be audio recorded and transcribed. At the end of the evaluation in 2027, the SHIPS

research team will submit the de-identified transcripts to HUD without names or other identifiers.

**Administrative data.** Westat will store the client-level administrative data from PATH and SSA in secure databases. Westat will not store SSA data, social security numbers, or dates of birth in the REDCap data collection system. SSA will encrypt data files when transferring electronic data to the SHIPS research team, to make the information indecipherable during electronic transfer. The Privacy Act System of records covers these records. Access to records will be password protected and we will use data encryption to enhance security. Following the verification of participant identities using information that Westat will collect on consent forms such as name, date of birth, and social security number, SSA will provide administrative data to Westat so that Westat can link the data sets; once Westat links the data sets, Westat will permanently delete the personal information. At the end of the evaluation in 2027, the Westat SHIPS team will submit aggregated data to SSA without names or other identifiers.

#### 11. Justification for sensitive questions

The SHIPS information collection pertains to the effects of services in which adults who have experienced homelessness participate. Quantitative data Westat collects in the proposed instruments pertain to histories of homeless, disability, and employment; some participants may consider these sensitive questions. The administrative data may include sensitive information such as the bases of disability claims. However, all of this data is fundamental to understanding the effects of IPS in the supportive housing context. Participants may consider some personal data that researchers ask them to provide to be sensitive. To encourage candid responses, Westat will remind participants during the interviews that participant responses are confidential, and participants can refuse to answer any question. To avoid disclosing participants' identities, Westat will only share aggregated information referring to groups larger than 10 people. The research team will be careful to avoid sharing personal information that could reveal individual identities. In consultation with SHIPS researchers, we will establish specific rules to prevent such disclosures, typically by suppressing data where a small number of participants would otherwise appear in a table or text.

#### 12. Estimate of Public Reporting Burden

Modality of Completion	Number of Participants	Frequency of Response	Number of Responses	Average Burden per Response (minutes)	Estimated Total Annual Burden (hours)	Average Theoretical Hourly Cost Amount (dollars)*	Average Wait Time in Office or for Teleservice Centers (minutes) **	Total Annual Opportunity Cost (dollars)***
Study participants baseline interview	200	1	200	60	200	\$13.30*	24**	\$3,724***

Modality of Completion	Number of Participants	Frequency of Response	Number of Responses	Average Burden per Response (minutes)	Estimated Total Annual Burden (hours)	Average Theoretical Hourly Cost Amount (dollars)*	Average Wait Time in Office or for Teleservice Centers (minutes) **	Total Annual Opportunity Cost (dollars)***
Study participants quarterly interviews	200	7	1,400	10	233	\$13.30*	21**	\$4,190***
Study participants final interviews	200	1	200	60	200	\$13.30*	21**	\$3,591***
PATH Interviews: Staff	5	1	5	60	5	\$32.05*	24**	\$224***
SHIPS Interviews: participants	5	1	5	60	5	\$13.30*	24**	\$93***
<b>Totals</b>	<b>610</b>			<b>250</b>	<b>643</b>			<b>\$11,822***</b>

\* We based this figure on the average DI payments based on SSA's current FY 2024 data ([2024FactSheet.pdf \(ssa.gov\)](https://www.ssa.gov/policy/docs/fact-sheets/2024-fact-sheet.pdf)), and survey researchers (<https://www.bls.gov/oes/current/oes193022.htm>)

\*\* We based this figure on averaging both the average FY 2024 wait times for field offices and teleservice centers, based on SSA's current management information data.

\*\*\* This figure does not represent actual costs that SSA is imposing on recipients of Social Security payments to complete this application; rather, these are theoretical opportunity costs for the additional time participants will spend to complete the application. **There is no actual charge to participants to complete the application.**

In addition, OMB's Office of Information and Regulatory Affairs is requiring SSA to use a rough estimate of a 30-minute, one-way, drive time in our calculations of the time burden for this collection. OIRA based their estimation on a spatial analysis of SSA's current field office locations and the location of the average population centers based on census tract information, which likely represents a 13.97 mile driving distance for one-way travel. We depict this on the chart below:

Total Number of Respondents	Frequency of Response	Average One-Way Travel Time to a	Estimated Total Travel Time to a Field	Total Annual Opportunity Cost for Travel Time
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Who Visit a Field Office		Field Office (minutes)	Office (hours)	(dollars)****
210	1	30	105	\$2,053****

\*\*\*\*We based this dollar amount on the Average Theoretical Hourly Cost Amount in dollars shown on the burden chart above.

Per OIRA, we include this travel time burden estimate under the 5 CFR 1320.8(a) (4), which requires us to provide “time, effort, or financial resources expended by persons [for]...transmitting, or otherwise disclosing the information,” as well as 5 CFR 1320.8(b)(3)(iii) which requires us to estimate “the average burden collection...to the extent practicable.” SSA notes that we do not obtain or maintain any data on travel times to a field office, nor do we have any data which shows that the average respondent drives to a field office, rather than using any other mode of transport. SSA also acknowledges that respondents’ mode of travel and, therefore, travel times vary widely dependent on region, mode of travel, and actual proximity to a field office.

NOTE: We included the total opportunity cost estimate from this chart in our calculations when showing the total time and opportunity cost estimates in the paragraph below.

We calculated the following Learning Cost time burden based on the estimated time and effort we expect respondents will take to learn about this program, its applicability to their circumstances, and to cover any additional research we believe respondents may need to take to understand how to comply with the program requirements (beyond reading the instructions on the collection instrument):

Total Number of Participants	Frequency of Response	Estimate Learning Cost (minutes)	Estimated Total Annual Burden (hours)	Total Annual Learning Cost (dollars)*****
200	1	60	200	\$2,660*****

\*\*\*\*\*We based this dollar amount on the Average Theoretical Hourly Cost Amount in dollars shown on the burden chart above.

NOTE: We included the total opportunity cost estimate from this chart in our calculations when showing the total time and opportunity cost estimates in the paragraph below.

We base our burden estimates on current management information data, which includes data from actual interviews, as well as from years of conducting this type of information collection. Per our management information data, we believe that **10 and 60** minutes accurately shows the average burden per response for learning about the program; receiving notices as needed; reading and understanding instructions; gathering the data and documents needed; answering the questions

and completing the information collection instrument; scheduling any necessary appointment or required phone call; consulting with any third parties (as needed); and waiting to speak with SSA employees (as needed). Based on our current management information data, the current burden information we provided is accurate. The total burden for this ICR is **643** burden hours (reflecting SSA management information data), which results in an associated theoretical (not actual) opportunity cost financial burden of **\$16,535**. SSA does not charge respondents to complete our applications.

**13. Annual Cost to the Participants (Other).**

This collection does not impose a known cost burden on the participants.

**14. Annual Cost To Federal Government.**

The annual cost to the Federal Government is approximately \$599,983. This estimate accounts for costs from the following areas:

<b>Description of Cost Factor</b>	<b>Methodology for Estimating Cost</b>	<b>Cost in Dollars*</b>
Designing and Printing the Form	Printing Cost + Copying Cost	\$512
Distributing, Shipping, and Material Costs	Distribution + Shipping + Material Cost	\$0*
SHIPS team administration of the information collections	Interview payments + Travel Cost + Payments to Hourly Staff and Consultants	\$30,989
Full-Time Equivalent Costs	Average Annual SHIPS team member FTE cost	\$281,581
Systems Development, Updating, and Maintenance	Maintenance for computer equipment	\$1,217
Quantifiable IT Costs	Average annual payments for REDCap system	\$2,538
Other costs	Other Project Supplies Costs + Fringe Benefits Costs + Indirect Costs	\$283,145
<b>Total</b>		<b>\$599,983</b>

\* We inserted a \$0 amount for cost factors that do not apply to this collection.

SSA is unable to break down the costs to the Federal government further than we already have. We used the figures above based on the expected costs from our cooperative agreement with Westat.

**15. Changes in Burden.**

The information collection for SHIPS is a new data collection that increases the public reporting burden. See #12 above for updated burden figures. OMB has already approved this data collection based on these burden estimate. The

adjustment that Westat is making to the quarterly interview data instrument does not change these burden estimates, as addition of new question prompts in the revised questionnaire is balanced by the deletion of other question prompts.

Note: The total burden reflected in ROCIS is **44,270**, while the burden cited in #12 of the Supporting Statement is **643**. This discrepancy is because the ROCIS burden reflects the following components: field office waiting time + a rough estimate of a 30-minute, one-way, drive burden + learning costs. In contrast, the chart in #12 of the Supporting Statement reflects actual burden.

**16. Plans for Publication Information Collection Results.**

As described in the SHIPS proposal, Westat will compile and publish an enrollment report, a final evaluation report, and a set of guidelines for implementation of IPS with supported housing. Westat will also submit, for publication in peer-reviewed journals, manuscripts detailing the enrollment process, the study outcomes, and findings regarding IPS implementation in the supportive housing context. Westat will submit additional peer-reviewed publications if time and data quality permit. Potential subjects include IPS participation dynamics and subgroup analyses. We detail the projected schedule below, updated from the schedule that SSA initially submitted as part of this information collection since enrollment has now begun. (The version SSA previously submitted assumed that enrollment would begin in July 2024, but it actually began in November 2024).

**Schedule of Publication**

Publication	Projected Date
Enrollment Report	October 2026
Enrollment Manuscript (peer-reviewed)	December 2025
Evaluation Report	October 2028
Guidelines for IPS in supportive housing	October 2028
Outcomes manuscript (peer-reviewed)	October 2028
Additional manuscripts	2029

**17. Displaying the OMB Approval Expiration Date**

SSA is not requesting an exception to the requirement to display an expiration date

**18. Exceptions to Certification Statement**

SSA is not requesting an exception to the certification requirements at 5 CFR 1320.9 and related provisions at 5 CFR 1320.8(b)(3).