

Paperwork Reduction Act
Submission:
Supporting Statement B for the
Office of Disability Employment
Policy (ODEP)

ODEP Workforce Recruitment
Program (WRP) Participant
Experience Survey, OMB No. 1225-
0088

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OMB SUPPORTING STATEMENT PRA PART B

Workforce Recruitment Program (WRP) Participant Experience Survey

B.0 Circumstances Necessitating the Information Collection

The WRP is a recruitment program that connects students and recent graduates with disabilities to potential opportunities for employment. Through participating colleges and universities, WRP creates a database for federal and interested private-sector employers nationwide to find college students and recent graduates with disabilities who are eager to demonstrate their abilities in the workplace through internships or jobs. Candidates represent all majors and range from college freshmen to graduate students and law students. Information from these candidates is compiled in a searchable database that is available through the WRP.gov website to federal Human Resources Specialists, Equal Employment Opportunity Specialists, and other federal employees and hiring officials in federal agencies.

Every year, WRP staff approach more than 500 colleges and universities to participate in the WRP recruitment process for the year. WRP School Coordinators at these schools conduct outreach to their eligible students and encourage them to apply to participate in the WRP. School Coordinators must be college staff and are usually from the career or disability services office. Candidates that are approved by the School Coordinators and completed the application by the deadline are given the opportunity to have an elective informational interview with a trained volunteer WRP Recruiter from a federal agency.

To be eligible to register, candidates must be current, full-time, degree-seeking undergraduate or graduate students with a disability, or have graduated within two and a half years of the release of the database each December. Candidates must be U.S. citizens, must be attending or have graduated from a U.S. accredited college or university, and be eligible under the Schedule A Hiring Authority for persons with disabilities. Candidates must also be approved by a WRP School Coordinator to apply to WRP and participate in an interview.

Candidates are not interviewing for specific positions at specific agencies. They have the opportunity to have an elective informational interview with a federal recruiter to learn about federal service and discuss their career path. Candidates are not placed into jobs; they are simply applying to be part of a talent database of postsecondary students and recent graduates with disabilities that is made available to federal employers directly and to the private sector through a contractor. Employers will then contact candidates directly if they are interested in interviewing or hiring them for a specific position. Candidates should be aware that WRP is not a guarantee of employment and not everyone who participates in WRP is contacted by employers.

The purpose of this submission is to collect customer satisfaction survey data from participants in the Workforce Recruitment Program (WRP) jointly managed by the Office of Disability

Employment Policy (ODEP) and the Department of Defense. WRP connects federal employers with college students and recent graduates with disabilities for federal employment and internships. ODEP has collected two years of previous customer service satisfaction data from program participants and is looking to continue this process this year. The survey data may help ODEP identify areas for program improvement. The survey will be voluntary. This data will not be made public and will only be analyzed internally for program improvement purposes.

Information collection instruments included in this package:

- WRP Participant Experience Survey

Other items included in this package:

- WRP Survey Email
- WRP Generic Clearance Submission

B.1 Respondent Universe and Sample

ODEP plans to survey the most recent WRP cohort from the 2024 database. There were 3,300 WRP applicants in 2024, who will form the respondent universe. Participants include students who submitted applications and were included in the WRP database in 2024. The number of respondents is expected to be 660.

ODEP may also survey the 2025 database cohort in 2026. This 2025 cohort consists of 4,000 WRP applicants, of whom the expected number of respondents would be 800.

Table B-1.1 Respondent Universe and Response Rates

Study Component/Form	No. of Respondents in Universe	No. of Responses in Sample	Expected Response Rate
WRP Email Survey of 2024 Participants	3,300	660	20%
WRP Email Survey of 2025 Participants	4,000	800	20%

B.2 Statistical Methods for Sample Selection and Degree of Accuracy Needed

Potential respondents will be contacted, and data will be collected electronically. An email will inform potential respondents of the purpose of the survey.

No statistical methodologies are used for stratification or sample selection. No estimation procedures are used. There are no unusual problems requiring specialized sampling procedures. This survey is completed voluntarily for each respondent after receiving a survey email, without repetition, so there is no periodicity for this data collection. Data received by DOL is intended to be used for program management and descriptive statistics.

Key variables used for analysis include zip code (15), educational attainment (16), race (20), ethnicity (21), ease of navigating the WRP online platform (6), outcome of WRP participation (11), and overall experience with WRP (13).

B.3 Maximizing Response Rates and Addressing Nonresponse

WRP possesses the email addresses of all WRP participants from 2024. All participants will be emailed using Survey Monkey, with an estimated 20 percent of participants responding. Since this is only a customer satisfaction survey, there will not be an attempt to address nonresponse. Casewise deletion will be employed to address missing data.

B.4 Test Procedures

Prior to first administering the WRP Participant Experience Survey, it was tested on five students to ensure clarity and ease of burden. Given the past two years of successfully administering the WRP Participant Experience Survey, timing suggests it will take approximately 5 minutes to complete.

B.5 Contact Information & Confidentiality

Contact information for consultants on statistical design is as follows:

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