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In the instructions, on page four, under “B. Employees with Disabilities,” it states to record the number of employees and their corresponding FTEs that are represented in the categories. However, in the instrument, on page four, in the table for “B. Employees with Disabilities,” it only has a column for the number of employees. Since calculating the corresponding FTEs would add to the administrative burden, the instructions should be adjusted to align with the instrument, removing “their corresponding FTEs that are represented in the categories below.”

The instructions for the signature in Part VIII, in both the instructions and the instrument, will need to be updated to the current guidance that the individual signing the form can either be the program director or an official designee, meaning that the individual has legal authority to submit the form on behalf of the agency.