

Justification for Non-Material Change to OMB 1290-0050

This memo requests a non-material change to the Paperwork Reduction Act (PRA) package previously approved by the Office of Management and Budget (OMB Control No. 1290-0050) for data collection for the Strengthening Community Colleges Training Grants Program Round 4 (SCC4) Evaluation. These changes are requested as a result of learnings from study enrollment and early data collection efforts.

Background

Wages and employment continue to show long-term stagnation for workers who do not have postsecondary degrees. Yet employers need skills obtainable without a college degree, and high paying jobs are available for such workers. Sector-based career pathway programs offer promising approaches to meeting employers' needs and promoting economic mobility for workers. Within this context, the Chief Evaluation Office (CEO) and the Employment and Training Administration (ETA) in the U.S. Department of Labor (DOL) have partnered to commission an evaluation of the fourth round of the Strengthening Community Colleges Training Grants Program (SCC4). Through these grants, community colleges will adopt or enhance evidence-based career pathways programs that increase employment opportunities in good jobs in locally in-demand industries. SCC4 seeks to build community colleges' capacity to support students in obtaining good jobs and meet employers' needs for skilled workers by enhancing sector-based career pathways programs. Since May 2024, DOL has awarded approximately \$65 million dollars to 16 community college grantees as part of SCC4. The SCC4 evaluation will build on existing evidence and shed light on which sector-based career pathways and strategies are effective for which types of students, why they are effective, and the core components that support success. In addition, SCC4 will build on existing evidence regarding successful programs in community college settings and advance the understanding of how career pathways programs promote economic mobility.

The SCC4 evaluation includes three components: (1) an impact study of student success coaching and enhanced supports, (2) an outcomes study, (3) and an implementation study.

The request includes five data collection instruments: the participant baseline survey, participant random assignment notification, participant follow-up survey, service receipt log, and semi-structured interview topic guide.

Change Requests

Participant baseline survey

- DOL requests changes to update the **participant baseline survey** to modify the consent form and the email field. This non-substantive change requests the following:
 - The consent form and the closing page of the survey have been revised to state that students will only receive a baseline incentive if they are eligible for the study.
 - The consent form has been revised to inform students that college staff may view the contact information they enter into the survey as they verify student eligibility or conduct outreach to treatment group students to provide services.
 - The field requesting student emails has been revised so that students type their email in twice, to prevent bounce-back emails when sending random assignment notifications and baseline incentives.
- The survey instrument (English and Spanish) has been updated and provided in this package.
- These requested non-substantive changes do not require any changes to the burden estimates.

Participant random assignment notification

- DOL requests changes to update the **participant random assignment notification** to include a notification that will be sent to ineligible students. This non-substantive change requests the following:
 - The random assignment notifications have been revised to include an email that will go out to ineligible students notifying them that they are not participating in the SCC4 impact study and that they will not receive a baseline incentive.
- The participant random assignment notifications (English and Spanish) have been updated and provided in this package.
- These requested non-substantive changes do not require any changes to the burden estimates.

Participant follow-up survey

- DOL requests changes to update the **participant follow-up survey** to modify questions related to enrollment, coaching, services, employment and earnings. This non-substantive change requests the following:
 - The question requesting students' current status has been revised to include a response option for students who have stopped out and do not plan to return.
 - The question about generally receiving services has been removed to limit student confusion about what constitutes a service.
 - The description of a "coach" has been revised to better reflect the work of coaches at the impact study sites.
 - Employment and earnings questions have been reordered and slightly revised in language to cover all jobs, as opposed to a primary job.
 - The question about job satisfaction has been revised to include response options.
 - General updates have been made to refine programming language and ensure the skip logic works as intended.
- The participant follow-up survey instrument (English and Spanish) has been updated and provided in this package.
- These requested non-substantive changes do not require any changes to the burden estimates.

Service receipt log

- DOL requests changes to update the **service receipt log** to add optional fields to track student progress and services. This non-substantive change requests the following:
 - The service receipt log has been revised to include a field to note first attempted contact, so that coaches do not need to maintain their own trackers.
 - The service receipt log has been revised to include a field to note a student's enrollment status, so that coaches can tailor their outreach and do not need to track these details in their own trackers.
 - The service receipt log has been revised to include more options for the mode of interaction, rather than just in-person and virtual.
- The service receipt log has been updated and provided in this package.
- These requested non-substantive changes do not require any changes to the burden estimates.

Semi-structured interview topic guide

- DOL requests changes to update the **semi-structured interview topic guide** to add topics specific to faculty. This non-substantive change requests the following:
 - The topic guide has been revised to include topics for faculty related to awareness of the intervention, and if applicable, their role as advisors. These will be asked in lieu of questions about local context when interviewing faculty.
- The semi-structured interview topic guide has been updated and provided in this package.
- These requested non-substantive changes do not require any changes to the burden estimates.