Request for approval under the clearance of the "Generic Performance Progress Report" OMB control Number: 0970-0490

TITLE OF INFORMATION COLLECTION: Office of Refugee Resettlement Employer Engagement Program Performance Data

PURPOSE: The purpose of this program-specific Performance Progress Report (PPR) data form is to collect performance data that is most relevant to the Office of Refugee Resettlement's (ORR) Employer Engagement Program. Data indicators track outcomes that provide information about programs' community outreach, services, and impact to refugee communities. ORR will use information collected to assess grantees' progress towards meeting program objectives, identify monitoring and technical assistance needs, and evaluate the overall effectiveness of the Employer Engagement program.

Data will be collected from all ORR Employer Engagement Program funding recipients to accompany grantees' semi-annual standard Performance Progress Report (OMB #0970-0406).

DESCRIPTION OF RESPONDENTS: (e.g. States or type of non-profit)
Employer Engagement Program grantees will include various types of non-profit organizations.

CERTIFICATION:

I certify the following to be true:

1. The collection is voluntary and in compliance with HHS regulations.
2. The collection is low-burden for respondents and low-cost for the Federal Government.
3. The collection is non-controversial and does not raise issues of concern to other federal agencies.

Name and Title: Zahra Cheema, ORR Program Analyst

To assist OMB review of your request, please provide answers to the following question:

PERSONALLY IDENTIFIABLE INFORMATION:

1. Is personally identifiable information (PII) collected? [ ] Yes [X] No
2. If Yes, will any information that is collected be included in records that are subject to the Privacy Act of 1974? [ ] Yes [ ] No
3. If Yes, has an up-to-date System of Records Notice (SORN) been published? [ ] Yes [ ] No

BURDEN HOURS

Category of Respondent	**No. of Respondents**	**No. of Responses per Respondent (Annual)**	**Burden hours per Response**	**Annual Burden Hours**
Private Sector	24	2	5	240

FEDERAL COST: The estimated annual cost to the Federal government is no more than $955.40. This is based on the approximately 20 hours total spent in the review and data analysis for these surveys by GS-13s who make approximately $47.77 per hour

TYPE OF COLLECTION:

How will you collect the information? (Check all that apply)

[X] Web-based
[ ] E-mail
[ ] Paper mail
[ ] Other, Explain