

**A REPORTING SYSTEM FOR PUBLIC LAW 102-477,  
INDIAN EMPLOYMENT, TRAINING, AND RELATED SERVICES  
DEMONSTRATION ACT**

**GENERAL OVERVIEW OF THE PROGRAM**

P.L. 102-477 (the Act) allows Tribes to integrate employment, training, and related services programs administered by the Department of the Interior, Department of Labor, Department of Health and Human Services and Department of Education. Participation by Tribes under the Act is voluntary and is intended to demonstrate how Indian Tribal governments can integrate employment, training, and related services to improve the effectiveness of those services, reduce joblessness in Indian communities and serve Tribally-determined goals consistent with the policies of self-determination.

Tribes participating under the Act are required to submit a single report of activities undertaken under approved 477 Plans. The current single reporting system includes an annual narrative, statistical, and financial report.

**Paperwork Reduction Act Statement:** The information being collected meets the requirements of the Act and is composed of a single report. The current single reporting system includes an annual narrative, statistical, and financial report. A response is required to obtain and retain benefits of the program. The report is used to monitor the progress of the grantees in delivering services to Tribal members, to identify unmet needs, to identify any other problems, and to provide information to justify budget submissions by the three federal agencies involved. Only Tribes who have voluntarily applied to participate in the Act will submit the annual report. The reporting system takes about 60 hours to complete. Some Tribes have automated the data collection and thus may require less time. In compliance with the Paperwork Reduction Act of 1995, as amended, this collection has been reviewed by the Office of Management and Budget and assigned a number and expiration date. The OMB control number for this collection is 1076-0135 and is effective until February 28, 2018. The number and expiration date is displayed on top of this page. Please note that an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless there is a valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to: Information Collection Clearance Officer, Office of Regulatory Affairs – Indian Affairs, 1849 C Street, N.W., Mail Stop 3642, Washington, D.C. 20240. Please note: comments, names and addresses of commentators are available for public review during regular business hours. If you wish us to withhold this information, you must state that prominently at the beginning of your comment. We will honor your request to the extent allowable by law.

**Privacy Act Statement:** The information being collected for the Act's single reporting system is covered by a system of records which was published in the Federal Register August 21, 1990, 55 FR 34087. The single reporting system contains information used to monitor the progress of the grantees in delivering services to Tribal members, to identify unmet needs, to identify any other problems, and to provide information to justify budget submissions by the three federal agencies involved.

### **NARRATIVE REPORT**

The narrative report allows a Tribe to describe the use of its employment, training and related services resources to address the unique needs of its community and the extent to which the Tribe has succeeded. The narrative report is a component of the single report format developed in accordance with the Act.

The narrative report may be in any format, but the report must be typed and include page numbers. The narrative must include the following, as applicable:

Quantitative and anecdotal information is encouraged. Tribes should include a description of the achievement (including Success Stories) the Tribe has had by integrating employment, training, and related services into a PL 102-477 Plan. Tribes should include a description of the services that assist Native Americans to prepare to enter, reenter, or retain unsubsidized employment. Tribes may choose to compare current statistics to previous year statistics. Within the narrative report, each grantee may address the following elements, when applicable: barriers to success or challenges faced by individual participants, programmatic barriers, internal capacity issues, economic conditions of the Tribal service area, unmet needs, limitation of resources, success stories and other accomplishments of note. An estimate of the unemployment/under employment rate in the Tribe's service area may also be included. This information may be used by funding agencies and Tribes to advocate for additional funding.

1. Tribes subject to the Child Care and Development Fund (CCDF) 4 percent quality requirement should describe efforts that were implemented to promote higher quality child care (e.g., provider training and professional development, health and safety requirements, etc.).
2. If the Tribe includes a Temporary Assistance for Needy Families (TANF) program in its P.L. 102-477 project, the narrative report must include certain information required by the Tribal TANF regulations at 45 CFR 286.275(b). This information was formerly submitted to HHS as an annual Tribal TANF report. Submission of this information in the narrative 477 report will meet the annual reporting requirements in lieu of a separate Tribal TANF annual report. Additionally, HHS has waived the requirement that Tribes submit the information required by 45 CFR 286.275(b)(4) concerning payments for child care services made by the Tribal TANF grantee through the use of disregards. However, the other remaining categories of information must continue to be reported.

### **STATISTICAL REPORT**

The Tribe's report will also include a statistical summary of the people participating in and terminating from the program, their characteristics, including youth and adult participants and cash assistance recipients, the services they received and their outcomes. The information being collected in the statistical summary is to determine levels of program activity and to demonstrate how well a plan was executed in comparison to its proposed goals. Response to the statistical summary request is a mandatory component of the single report format developed in accordance with the Act. In order to provide standard, meaningful data on the Act's provisions as a whole, each Tribe's statistical summary will be provided in a uniform format (copy attached).

**FINANCIAL EXPENDITURE REPORT**

The DOI-477 (Financial Expenditure Report - copy attached) will be used by Tribes reporting their financial expenditures under their P.L. 102-477 Plan. The information being collected on the Financial Expenditure Report is to determine the extent to which a Tribe is meeting its financial goals. Response to the Financial Expenditure Report request is a mandatory component of the single report format developed in accordance with the Act.