

Hours of participation by category and step type: Catagorized Percents	
Column	Description
Person Count	Number of clients with expected participation
Expected hours	Hours as entered in TRACS as of report run date
Actual	Hours of participation as entered in TRACS as of report run date
% Expected hours	Category - percent of the total hours for that section
% Actual hours	Sub-category - percent of the total of category hours
	Step Type - percent of the total of sub-category hours
Average Hours	Average hours of person count for the row
Percentage of Expected hours achieved	Calculated by person for each step, calculations performed on another worksheet, then rolled up into groupings.
% Expected hours	Percent of the total persons in the current category or sub-category
Hours of participation by category and step type: Percent of Grand totals	
Column	Description
Person Count	Number of clients with expected participation
Expected hours	Hours as entered in TRACS as of report run date
Actual hours	Hours of participation as entered in TRACS as of report run date
% Expected hours	Category - percent of the total hours for that section
% Actual	Sub-category - percent of the total of category hours
	Step Type - percent of the total of sub-category hours
Average Hours	Average hours of person count for the row
Percentage of Expected hours achieved	Calculated by person for each step, calculations performed on another worksheet, then rolled up into groupings.
% Expected hours	Percent of the total persons in the current category or sub-category

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For district and branch reports with client			Sub Category		Step Type		Person Count		Date		Average		Average		Percentage of expected hours achieved											
																100%		75%-99%		50%-74%		1%-49%		Zero		
Core - Countable			% of Grant Total		% of Category		7,281 37%		442,537 81%		61		332,262 78%		46		3,581 49%		602 8%		728 10%		1,166 16%		1,206 17%	
Report Period			Jobs Search & Readiness		% of Category		3,852 53%		166,436 38%		43		86,469 26%		22		1,292 36%		324 9%		430 12%		851 24%		955 27%	
			DA/DT		% of Sub-Category		540 14%		18,738 11%		35		14,840 17%		27		263 20%		52 16%		52 12%		73 9%		89 9%	
			JO		% of Sub-Category		1,831 48%		117,656 71%		64		50,586 59%		28		363 28%		169 52%		205 48%		530 62%		564 59%	
			LS				697 18%		24,594 15%		35		17,079 20%		25		283 22%		59 18%		87 20%		150 18%		118 12%	
			MH/MT				750 19%		5,250 3%		7		3,791 4%		5		358 28%		43 13%		73 17%		96 11%		180 19%	
			RA				34 1%		199 0%		6		173 0%		5		25 2%		1 0%		2 0%		2 0%		4 0%	
			Step Totals				3,852 100%		166,436 100%		147		86,469 100%		90		1,292 100%		324 100%		419 97%		851 100%		955 100%	
Paid - Subsidized			% of Grant Total		% of Category		154 2%		20,561 5%		134		19,422 6%		126		110 3%		31 1%		8 0%		3 0%		4 0%	
			JT		% of Sub-Category		8 5%		752 4%		94		764 4%		96		7 6%		1 3%		- 0%		- 0%		- 0%	
			PL				146 95%		19,809 96%		136		18,658 96%		128		103 94%		30 97%		8 100%		3 100%		4 100%	
			WS				- 0%		- 0%		-		- 0%		-		-		- 0%		- 0%		- 0%		- 0%	
			Step Totals				154 100%		20,561 100%		230		19,422 100%		223		110 100%		31 100%		8 100%		3 100%		4 100%	
Paid - Unsubsidized			% of Grant Total		% of Category		2,109 29%		186,015 42%		88		178,391 54%		85		1,796 50%		89 2%		99 3%		64 2%		61 2%	
			MI		% of Sub-Category		4 0%		360 0%		90		340 0%		85		3 0%		- 0%		- 0%		- 0%		1 2%	
			UN				- 0%		- 0%		-		- 0%		-		- 0%		- 0%		- 0%		- 0%		- 0%	
			WO		% of Sub-Category		2,105 100%		185,655 100%		88		178,051 100%		85		1,793 100%		89 100%		99 100%		64 100%		60 98%	
			Step Totals				2,109 100%		186,015 100%		178		178,391 100%		170		1,796 100%		89 100%		99 100%		64 100%		61 100%	
Unpaid Work			% of Grant Total		% of Category		953 13%		51,453 12%		54		31,547 9%		33		273 8%		126 4%		155 4%		234 7%		165 5%	
			CF		% of Sub-Category		- 0%		- 0%		-		- 0%		-		- 0%		- 0%		- 0%		- 0%		- 0%	
			CP				38 4%		1,702 3%		45		1,394 4%		37		24 9%		2 2%		2 1%		7 3%		3 2%	
			SW		% of Sub-Category		548 58%		25,780 50%		47		12,554 40%		23		106 39%		60 48%		89 57%		177 76%		116 70%	
			WE				367 39%		23,971 47%		65		17,600 56%		48		143 52%		64 51%		64 41%		50 21%		46 28%	
			Step Totals				953 100%		51,453 100%		157		31,547 100%		108		273 100%		126 100%		155 100%		234 100%		165 100%	
Vocational Training			% of Grant Total		% of Category		213 3%		18,073 4%		85		16,433 5%		77		110 3%		32 1%		36 1%		14 0%		21 1%	
			PS		% of Sub-Category		- 0%		- 0%		-		- 0%		-		- 0%		- 0%		- 0%		- 0%		- 0%	
			VT				213 100%		18,073 #####		85		16,433 100%		77		110 100%		32 100%		36 100%		14 100%		21 100%	
			Step Totals				213 100%		18,073 #####		85		16,433 100%		77		110 100%		32 100%		36 100%		14 100%		21 100%	
Non-Core Countable Activities			% of Grant Total		% of Category		474 2%		16,255 3%		34		8,832 2%		19		165 35%		47 10%		53 11%		97 20%		112 24%	
			Education Related to Employment		% of Category		89 19%		2,980 18%		2		1,479 17%		48		31 19%		7 4%		7 4%		27 16%		17 10%	
			AB		% of Sub-Category		89 100%		2,980 100%		33		1,479 2		17		31 2		7 0		7 0		27 0		17 -	
			English as Second Language		% of Category		56 11.8%		1,709 #####		1		1,379 16%		66		21 13%		7 4%		10 6%		7 4%		11 7%	
			ES		% of Sub-Category		56 100%		1,709 100%		31		1,379 1		25		21		7 4%		10 -		7 -		11 -	
			High School or GED Completion		% of Category		186 39.2%		8,747 #####		47		4,362 49%		23		72 44%		14 8%		18 11%		45 27%		37 22%	
			HS		% of Sub-Category		186 100%		8,747 100%		47		4,362 100%		23		72 100%		14 100%		18 100%		45 100%		37 100%	
			Job Skills Training		% of Category		143 30%		2,819 17%		2		1,612 18%		39		41 25%		19 12%		18 11%		18 11%		47 28%	
			JS		% of Sub-Category		143 100%		2,819 0		20		1,612 2		11		41 1		19 0		18 0		18 0		47 -	
Non-Countable Activities			% of Grant Total		% of Category		11,125 57%		59,444 11%		5		54,416 13%		5		9,999 90%		178 2%		274 2%		199 2%		475 4%	
			Other		% of Category		11,125 100%		59,444 100%		5		54,416 100%		5		9,999 100%		178 100%		274 100%		199 100%		475 100%	
			BR		% of Sub-Category		295 3%		1,152 2%		4		1,122 2%		4		272 3%		7 4%		7 3%		7 4%		2 0%	
			CH				2,011 18%		12,323 21%		6		10,844 20%		5		1,739 17%		25 14%		69 25%		42 21%		136 29%	
			CI				66 1%		433 1%		7		412 1%		6		60 1%		-		5 2%		-		1 0%	
			DV		% of Sub-Category		876 8%		3,860 6%		4		3,664 7%		4		825 8%		14 8%		17 6%		10 5%		10 2%	
			FA				2,519 23%		12,112 20%		5		11,637 21%		5		2,358 24%		38 21%		53 19%		19 10%		51 11%	
			FC				428 4%		1,815 3%		4		1,449 3%		3		300 3%		46 26%		26 9%		31 16%		25 5%	
			ME				2,081 19%		10,178 17%		5		9,225 17%		4		1,838 18%		28 16%		57 21%		45 23%		113 24%	
			PE				1,057 10%		1,594 3%		2		1,508 3%		1		988 10%		-		15 5%		14 7%		40 8%	
			RE				361 3%		520 1%		1		406 1%		1		304 3%		-		3 1%		6 3%		48 10%	
			SC				-		- 0%		-		-		-		-		- 0%		-		-		-	
			SI				137 1%		8,822 15%		64		7,971 15%		58		99 1%		13 7%		10 4%		7 4%		8 2%	
			SL				302 3%		2,206 4%		7		1,849 3%		6		255 3%		3 2%		8 3%		8 4%		28 6%	
			SS				992 9%		4,431 7%		4		4,329 8%		4		961 10%		4 2%		4 1%		10 5%		13 3%	
			Step Totals				11,125 100%		178,332 100%		125		163,247 100%		113		9,999 100%		178 100%		274 100%		199 100%		475 100%	
			Grand Total				19,489		549,702		28		425,371		22		##### 73%		853 4%		##### 6%		1,483 8%		1,808 9%	

For district and branch reports with client detail, please call (503) 945-6007										Date Printed: 05/09/2017				Percentage of Expected hours achieved											
Category	Sub-Category	Step Type	Person Count		Expected Hours		Avg Expected	Actual Hours		Avg Actual	100%		75%-99%		50%-74%		1%-49%		Zero						
Core - Countable			7,281	37%	442,537	81%	61	332,262	78%	46	3,581	25%	602	71%	728	66%	1,166	79%	1,206	67%					
Report Period:	October 2016		-	0%	-	0%	#DIV/0!	-	0%	#DIV/0!	-	0%	-	0%	-	0%	-	0%	-	0%					
	DA/DT		540	3%	18,738	3%	35	14,840	3%	27	263	2%	52	6%	52	5%	73	5%	89	5%					
	JO		1,831	9%	117,656	21%	64	50,586	12%	28	363	3%	169	20%	205	19%	530	36%	564	31%					
	LS		697	4%	24,594	4%	35	17,079	4%	25	283	2%	59	7%	87	8%	150	10%	118	7%					
	MH/MT		750	4%	5,250	1%	7	3,791	1%	5	358	3%	43	5%	73	7%	96	6%	180	10%					
	RA		34	0%	199	0%	6	173	0%	5	25	0%	1	0%	2	0%	2	0%	4	0%					
	Step Totals		3,852	20%	166,436	30%	147	86,469	20%	90	1,292	9%	324	38%	419	38%	851	57%	955	53%					
Paid - Subsidized			154	1%	20,561	4%	134	19,422	5%	126	110	1%	31	4%	8	1%	3	0%	4	0%					
	JT		8	0%	752	0%	1	764	0%	96	7	0%	1	0%	-	0%	-	0%	-	0%					
	PL		146	1%	19,809	4%	136	18,658	4%	128	103	1%	30	4%	8	1%	3	0%	4	0%					
	WS		-	0%	-	0%	-	-	0%	-	-	0%	-	0%	-	0%	-	0%	-	0%					
	Step Totals		154	1%	20,561	4%	134	19,422	5%	223	110	1%	31	4%	8	1%	3	0%	4	0%					
Paid - Unsubsidized			2,109	11%	186,015	34%	88	178,391	42%	85	1,796	13%	89	10%	99	9%	64	4%	61	3%					
	MI		4	0%	360	0%	90	340	0%	85	3	0%	-	0%	-	0%	-	0%	1	0%					
	UN		-	0%	-	0%	-	-	0%	-	-	0%	-	0%	-	0%	-	0%	-	0%					
	WO		2,105	11%	185,655	34%	88	178,051	42%	85	1,793	13%	89	10%	99	9%	64	4%	60	3%					
	Step Totals		2,109	11%	186,015	34%	178	178,391	42%	170	1,796	13%	89	10%	99	9%	64	4%	61	3%					
Unpaid Work			953	5%	51,453	9%	54	31,547	7%	33	273	2%	126	4%	155	14%	234	16%	165	9%					
	CF		-	0%	-	0%	-	-	0%	-	-	0%	-	0%	-	0%	-	0%	-	0%					
	CP		38	0%	1,702	0%	45	1,394	0%	37	24	0%	2	0%	2	0%	7	0%	3	0%					
	SW		548	3%	25,780	5%	47	12,554	3%	23	106	1%	60	7%	89	8%	177	12%	116	6%					
	WE		367	2%	23,971	4%	65	17,600	4%	48	143	1%	64	8%	64	6%	50	3%	46	3%					
	Step Totals		953	5%	51,453	9%	157	31,547	7%	108	273	2%	126	15%	155	14%	234	16%	165	9%					
Vocational Training			213	1%	18,073	3%	85	16,433	4%	77	110	1%	32	1%	36	3%	14	1%	21	1%					
	PS		-	0%	-	0%	-	-	0%	-	-	0%	-	0%	-	0%	-	0%	-	0%					
	VT		213	1%	18,073	3%	85	16,433	4%	77	110	1%	32	4%	36	3%	14	1%	21	1%					
	Step Totals		213	1%	18,073	3%	85	16,433	4%	77	110	1%	32	4%	36	3%	14	1%	21	1%					
Non-Core Countable Activities			474	2%	16,255	3%	34	8,832	2%	19	165	1%	47	6%	53	5%	97	7%	112	6%					
Education Related to Employment			89	0%	2,980	1%	33	1,479	0%	272,840	31	0%	7	1%	7	1%	27	2%	17	1%					
	AB		89	0%	2,980	1%	33	1,479	0%	17	31	0%	7	1%	7	1%	27	2%	17	1%					
English as Second Language			56	0.3%	1,709	0%	31	1,379	0%	443,492	21	0%	7	1%	10	1%	7	0%	11	1%					
	ES		56	0%	1,709	0%	31	1,379	0%	25	21	0%	7	1%	10	1%	7	0%	11	1%					
High School or GED Completion			186	0.95%	8,747	2%	47	4,362	1%	23	72	1%	14	2%	18	2%	45	3%	37	2%					
	HS		186	0.95%	8,747	2%	47	4,362	1%	23	72	1%	14	2%	18	2%	45	3%	37	2%					
Job Skills Training			143	1%	2,819	1%	20	1,612	0%	314,299	41	0%	19	2%	18	2%	18	1%	47	3%					
	JS		143	1%	2,819	1%	20	1,612	0%	314,299	41	0%	19	2%	18	2%	18	1%	47	3%					
Non-Countable Activities			11,125	57%	59,444	11%	5	54,416	13%	5	9,999	70%	178	21%	274	25%	199	13%	475	26%					
Other			11,125	57%	59,444	11%	5	54,416	13%	5	9,999	70%	178	21%	274	25%	199	13%	475	26%					
	BR		295	2%	1,152	0%	4	1,122	0%	4	272	2%	7	1%	7	1%	7	0%	2	0%					
	CH		2,011	10%	12,323	2%	6	10,844	3%	5	1,739	12%	25	3%	69	6%	42	3%	136	8%					
	CI		66	0%	433	0%	7	412	0%	6	60	0%	-	0%	5	0%	-	0%	1	0%					
	DV		876	4%	3,860	1%	4	3,664	1%	4	825	6%	14	2%	17	2%	10	1%	10	1%					
	FA		2,519	13%	12,112	2%	5	11,637	3%	5	2,358	17%	38	4%	53	5%	19	1%	51	3%					
	FC		428	2%	1,815	0%	4	1,449	0%	3	300	2%	46	5%	26	2%	31	2%	25	1%					
	ME		2,081	11%	10,178	2%	5	9,225	2%	4	1,838	13%	28	3%	57	5%	45	3%	113	6%					
	PE		1,057	5%	1,594	0%	2	1,508	0%	1	988	7%	-	0%	15	1%	14	1%	40	2%					
	RE		361	2%	520	0%	1	406	0%	1	304	2%	-	0%	3	0%	6	0%	48	3%					
	SC		-	0%	-	0%	-	-	0%	-	-	0%	-	0%	-	0%	-	0%	-	0%					
	SI		137	1%	8,822	2%	64	7,971	2%	58	99	1%	13	2%	10	1%	7	0%	8	0%					
	SL		302	2%	2,206	0%	7	1,849	0%	6	255	2%	3	0%	8	1%	8	1%	28	2%					
	SS		992	5%	4,431	1%	4	4,329	1%	4	961	7%	4	0%	4	0%	10	1%	13	1%					
	Step Totals		11,125	57%	178,332	11%	125	163,247	13%	113	9,999	70%	178	21%	274	25%	199	13%	475	26%					
Grand Total			19,489		549,702		28	425,371		22	14,239	73%	853	4%	1,108	6%	1,483	8%	1,808	9%					

If you have any questions please call (503) 945-6007	Adult Basic Education - AB	Attending Adult Basic Education
For district and branch reports with client detail, please call (503) 945-6007	Appointment - AP	Keep Appointment
BR	Brch Retention - BR	Attend Branch Retention Services(non-contractor managed)
CA	Pending DCI Approval - CA	Pending DCI Approval
Report Period: June 2017	Child Care - CC	Obtain Child Care
CF	Child Care Prov for CP - CF	Providing Child Care for Community Service Program Participants
CH	Child Activities - CH	Participate in Child Health/Developmental Activities
	Crisis Interv - CI	Attend Crisis Intervention
CN	Conciliation - CN	Conciliation Appointment
CP	Community Service - CP	Community Service Program
CS	Child Supp Dev - CS	Attend Child Support Development
CW	Com Work - CW	Do Comprehensive Community Work Exp(WtW/Workfare)
CZ	Citizenship - CZ	Pursuing Immigration Status Changes and Pursuing Citizenship
DA	Drug/Alcohol - DA	Attend Drug/Alcohol Assessment
DC	Degree Completion - DC	Degree Completion Initiative Component
DT	Drug/Alcohol Tr - DT	Attend Drug/Alcohol Treatment
DV	Dom Violence - DV	Attend Domestic Violence Services
EF	Wrk Exp (FS) - EF	Do Work Experience
EO	OFSET by OED (FS) - EO	Participate in Oregon Employment Department service
ES	ESL - ES	Attend English as a Second Language
FA	Family Stability	Family Stability
FC	Family Sup & Connections - FC	Family Support and Connections
HS	HS/Alt HS or GED - HS	Completing High School/Alternative HS or GED
IJ	Initial JS - IJ	Do Initial Job Search
IN	Intervention - IN	Participate in Intervention
JF	FS Job Readiness - JF	Food Stamp Job Readiness
JO	Job Search - JO	Do Job Search
JS	Job Skills - JS	Attend Job Skills training
JT	OJT - JT	Do On-the-job Training
LS	Life Skills - LS	Attend Life Skills/Job Readiness Training
ME	Medical Issues - ME	Deal with Medical Issues
MH	Mental Health - MH	Attend Mental Health Assessment
MI	Microenterprise - MI	Pursue Small Business Opportunity
MT	Mental Health Tr - MT	Attend Mental Health Treatment
NT	Voc Edu (NC/FS) - NT	Attend Vocational Educational/Training (non-contracted)
OC	Other Counseling - OC	Attend Other Counseling/Treatment
PE	Program Entry - PE	Do Program Entry
PF	FS JOBS Plus - PF	Food Stamps JOBS Plus
PL	JOBS Plus - PL	Do JOBS Plus worksite placement
PS	Parents as Scholars - PS	Parents as Scholars
PT	Parent Training - PT	Attend Parent Training Services
PV	Visitation - PV	Attend Visitation
RA	Rehabilitation Activities - RA	Rehabilitation Activities Requiring Medical Therapy
RE	Re-Engagement - RE	Re-Engagement Appointment
RJ	Recp Init JS - RJ	Do Initial Job Search - Recipients Only
RT	Contractor Ret - RT	Participate in Retention Services (Contractor Managed)
SC	Services to CW Families - SC	Services to Families through Child Welfare
SF	Shltrd Wrk (FS) - SF	Do Sheltered/Support Work
SI	Self-init Train - SI	Do Self Initiated Training
SJ	Supp Job Search - SJ	Do Supplemental Job Search
SL	Housing - SL	Stabilize living situation/housing
SR	School Reten - SR	Track School Attendance
SS	SSI Application - SS	Do SSI Application Process
SW	Sheltered Work - SW	Do Sheltered/Support Work
TP	Teen Parent - TP	Attend Teen Parent Counseling
TR	Transportation - TR	Obtain Transportation
UN	Working - UN	Continue Working
VF	FS Voc Ed Activities - VF	Food Stamps Vocational Education Activities
VT	Vocational Training-VT	Attend Vocational Training
WA	WORK Adjunct Activities - WA	WORK Adjunct Activities
WE	Work Experience - WE	Do Voluntary Work Experience
WF	Workfare (FS) - WF	Participate in Workfare
WO	Working - WO	Working TANF
WS	Work Supplementation - WS	Do Work Supplementation

* Confidentiality Notice: This report may contain confidential information and is for internal DHS use only.

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For questions, contact SSP.Reporting@dhsosha.state.or.us