If you have any questions please call (503) 945-6007

For district and branch reports with client detail, please call (503) 945-6007

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-catgory

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
	Sub-category - percent of the total of category hours
% Actual	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-catgory

If you have any questions please call (503) 945-6007

For district and branch reports with client detail, please call	Sub Category	Step Type		Person Count	%	Expected Hours	%	Average Expected Hours	Actual Hours	%	Average Actual Hours	Percentage of expected hours achieved: 100%		75% -99%		50% -74%		1% -49%		Zero	
Core - Countable			% of Grant Total	**11,146**	**47%**	**874,698**	**87%**	**78**	**648,911**	**85%**	**58**	**4,935**	**44%**	**1,255**	**11%**	**1,162**	**10%**	**2,002**	**18%**	**1,792**	**16%**
	Jobs Search & Readiness		% of Category	**5,899**	**53%**	**365,037**	**42%**	**62**	**196,843**	**30%**	**33**	**1,725**	**35%**	**655**	**13%**	**753**	**15%**	**1,394**	**28%**	**1,372**	**28%**
		DA/DT	% of Sub-Category	675	11%	37,978	10%	56	32,863	17%	49	298	17%	101	15%	101	13%	102	7%	84	6%
		JO	% of Sub-Category	3,553	60%	273,230	75%	77	128,166	65%	36	781	45%	388	59%	431	57%	1,005	72%	948	69%
		LS		964	16%	46,706	13%	48	30,880	16%	32	343	20%	132	20%	167	22%	179	13%	143	10%
		MH/MT		660	11%	6,090	2%	9	3,955	2%	6	270	16%	33	5%	60	8%	106	8%	191	14%
		RA		47	1%	1,033	0%	22	980	0%	21	33	2%	1	0%	5	1%	2	0%	6	0%
			Step Totals	5,899	100%	365,037	100%	213	196,843	100%	144	1,725	100%	655	100%	764	101%	1,394	100%	1,372	100%
	Paid - Subsidized		% of Category	**261**	**2%**	**41,385**	**5%**	**159**	**38,360**	**6%**	**147**	**163**	**3%**	**63**	**1%**	**18**	**0%**	**13**	**0%**	**4**	**0%**
		JT	% of Sub-Category	6	2%	432	1%	72	379	1%	63	5	3%	-	0%	-	0%	1	8%	-	0%
		PL		255	98%	40,953	99%	161	37,981	99%	149	158	97%	63	100%	18	100%	12	92%	4	100%
		WS		-	0%	-	0%	-	-	0%	-	-	0%	-	0%	-	0%	-	0%	-	0%
			Step Totals	261	100%	41,385	100%	233	38,360	100%	212	163	100%	63	100%	18	100%	13	100%	4	100%
	Paid - Unsubsidized		% of Category	**2,893**	**26%**	**308,258**	**35%**	**107**	**298,623**	**46%**	**103**	**2,385**	**48%**	**206**	**4%**	**133**	**3%**	**115**	**2%**	**54**	**1%**
		MI	% of Sub-Category	6	0%	400	0%	67	471	0%	79	5	0%	-	0%	1	1%	-	0%	-	0%
		UN		-	0%	-	0%	-	-	0%	-	-	0%	-	0%	-	0%	-	0%	-	0%
		WO	% of Sub-Category	2,887	100%	307,858	100%	107	298,152	100%	103	2,380	100%	206	100%	132	99%	115	100%	54	100%
			Step Totals	2,893	100%	308,258	100%	173	298,623	100%	182	2,385	100%	206	100%	133	100%	115	100%	54	100%
	Unpaid Work		% of Category	**1,884**	**17%**	**134,184**	**15%**	**71**	**86,157**	**13%**	**46**	**527**	**11%**	**296**	**6%**	**246**	**5%**	**470**	**10%**	**345**	**7%**
		CF	% of Sub-Category	-	0%	-	0%	-	-	0%	-	-	0%	-	0%	-	0%	-	0%	-	0%
		CP		59	3%	3,584	3%	61	2,396	3%	41	23	4%	6	2%	8	3%	12	3%	10	3%
		SW	% of Sub-Category	1,021	54%	62,183	46%	61	29,105	34%	29	180	34%	108	36%	132	54%	337	72%	264	77%
		WE		804	43%	68,417	51%	85	54,656	63%	68	324	61%	182	61%	106	43%	121	26%	71	21%
			Step Totals	1,884	100%	134,184	100%	207	86,157	100%	137	527	100%	296	100%	246	100%	470	100%	345	100%
	Vocational Training		% of Category	**209**	**2%**	**25,835**	**3%**	**124**	**28,927**	**4%**	**138**	**135**	**3%**	**35**	**1%**	**12**	**0%**	**10**	**0%**	**17**	**0%**
		PS	% of Sub-Category	-	0%	-	0%	-	-	0%	-	-	0%	-	0%	-	0%	-	0%	-	0%
		VT		209	100%	25,835	#DIV/0!	124	28,927	100%	138	135	100%	35	100%	12	100%	10	100%	17	100%
			Step Totals	209	100%	25,835	#DIV/0!	124	28,927	100%	138	135	100%	35	100%	12	100%	10	100%	17	100%
Non-Core Countable Activities			% of Grant Total	**595**	**3%**	**26,874**	**3%**	**45**	**17,884**	**2%**	**30**	**195**	**33%**	**51**	**9%**	**81**	**14%**	**150**	**25%**	**118**	**20%**
	Education Related to Employ		% of Category	**70**	**12%**	**3,437**	**13%**	**1**	**3,214**	**18%**	**95**	**34**	**17%**	**6**	**3%**	**16**	**8%**	**7**	**4%**	**7**	**4%**
		AB	% of Sub-Category	70	100%	3,437	100%	49	3,214	1	46	34	8	6	0	16	0	7	0	7	-
	English as Second Language		% of Category	**26**	**4.4%**	**1,341**	**4.99%**	**2**	**843**	**5%**	**94**	**9**	**5%**	**2**	**1%**	**7**	**4%**	**7**	**4%**	**1**	**1%**
		ES	% of Sub-Category	26	100%	1,341	100%	52	843	2	32	9		2		7	-	7	-	1	-
	High School or GED Completi		% of Category	**274**	**46.1%**	**18,013**	**67.03%**	**66**	**11,815**	**66%**	**43**	**110**	**56%**	**21**	**11%**	**26**	**13%**	**84**	**43%**	**33**	**17%**
		HS	% of Sub-Category	274	100%	18,013	100%	66	11,815	100%	43	110	100%	21	100%	26	100%	84	100%	33	100%
	Job Skills Training		% of Category	**225**	**38%**	**4,084**	**15%**	**2**	**2,011**	**11%**	**48**	**42**	**22%**	**22**	**11%**	**32**	**16%**	**52**	**27%**	**77**	**39%**
		JS	% of Sub-Category	225	100%	4,084	0	18	2,011	2	9	42	0	22	0	32	0	52	0	77	-
Non-Countable Activities			% of Grant Total	**11,314**	**48%**	**67,373**	**7%**	**6**	**61,240**	**8%**	**5**	**9,817**	**87%**	**223**	**2%**	**233**	**2%**	**214**	**2%**	**827**	**7%**
	Other		% of Category	**11,314**	**100%**	**67,373**	**100%**	**6**	**61,240**	**100%**	**5**	**9,817**	**100%**	**223**	**100%**	**233**	**100%**	**214**	**100%**	**827**	**100%**
		BR	% of Sub-Category	176	2%	745	1%	4	698	1%	4	155	2%	4	2%	8	3%	4	2%	5	1%
		CH		988	9%	9,535	14%	10	7,769	13%	8	732	7%	19	9%	15	6%	21	10%	201	24%
		CI		7	0%	202	0%	29	142	0%	20	6	0%	-	0%	-	0%	-	0%	1	0%
		DV	% of Sub-Category	811	7%	4,603	7%	6	4,311	7%	5	715	7%	29	13%	25	11%	23	11%	19	2%
		FA		3,005	27%	16,619	25%	6	15,838	26%	5	2,751	28%	74	33%	69	30%	48	22%	63	8%
		FC		417	4%	2,003	3%	5	1,794	3%	4	331	3%	24	11%	19	8%	16	7%	27	3%
		ME		2,295	20%	12,632	19%	6	11,545	19%	5	1,972	20%	40	18%	45	19%	43	20%	195	24%
		PE		1,383	12%	2,473	4%	2	2,309	4%	2	1,286	13%	1	0%	6	3%	8	4%	82	10%
		RE		947	8%	2,402	4%	3	1,866	3%	2	761	8%	3	1%	25	11%	8	4%	150	18%
		SC		-	0%	-	0%	-	-	0%	-	-	0%	-	0%	-	0%	-	0%	-	0%
		SI		93	1%	8,016	12%	86	7,689	13%	83	54	1%	14	6%	5	2%	8	4%	12	1%
		SL		244	2%	2,623	4%	11	2,033	3%	8	184	2%	6	3%	8	3%	4	2%	42	5%
		SS		948	8%	5,524	8%	6	5,247	9%	6	870	9%	9	4%	8	3%	31	14%	30	4%
			Step Totals	11,314	100%	202,119	100%	183	183,721	100%	163	9,817	100%	223	100%	233	100%	214	100%	827	100%
			Grand Total	**23,714**		**1,009,374**		**43**	**767,251**		**32**	**15,521**	**65%**	**1,559**	**7%**	**1,503**	**6%**	**2,383**	**10%**	**2,748**	**12%**

If you have any questions please call (503) 945-6007

Category	Sub-Category	Step Type	Person Count	%	Expected Hours		Avg Expected	Actual Hours		Avg Actual	Percentage of Expected hours achieved: 100%		75% -99%		50% -74%		1% -49%		Zero	
			For district and branch reports with client detail, please call (503) 945-6007																	
Core - Countable			**11,146**	**47%**	**874,698**	**87%**	**78**	**648,911**	**85%**	**58**	**4,935**	**32%**	**1,255**	**81%**	**1,162**	**77%**	**2,002**	**84%**	**1,792**	**65%**
Jobs Search & Readiness			**5,899**	**25%**	**365,037**	**36%**	**62**	**196,843**	**26%**	**33**	**1,725**	**11%**	**655**	**42%**	**753**	**50%**	**1,394**	**58%**	**1,372**	**50%**
	DA/DT		675	3%	37,978	4%	56	32,863	4%	49	298	2%	101	6%	101	7%	102	4%	84	3%
	JO		3,553	15%	273,230	27%	77	128,166	17%	36	781	5%	388	25%	431	29%	1,005	42%	948	34%
	LS		964	4%	46,706	5%	48	30,880	4%	32	343	2%	132	8%	167	11%	179	8%	143	5%
	MH/MT		660	3%	6,090	1%	9	3,955	1%	6	270	2%	33	2%	60	4%	106	4%	191	7%
	RA		47	0%	1,033	0%	22	980	0%	21	33	0%	1	0%	5	0%	2	0%	6	0%
		Step Totals	5,899	25%	365,037	36%	213	196,843	26%	144	1,725	11%	655	42%	764	51%	1,394	58%	1,372	50%
Paid - Subsidized			**261**	**1%**	**41,385**	**4%**	**159**	**38,360**	**5%**	**147**	**163**	**1%**	**63**	**4%**	**18**	**1%**	**13**	**1%**	**4**	**0%**
	JT		6	0%	432	0%	1	379	0%	63	5	0%	-	0%	-	0%	1	0%	-	0%
	PL		255	1%	40,953	4%	161	37,981	5%	149	158	1%	63	4%	18	1%	12	1%	4	0%
	WS		-	0%	-	0%	-	-	0%	-	-	0%	-	0%	-	0%	-	0%	-	0%
		Step Totals	261	1%	41,385	4%	159	38,360	5%	212	163	1%	63	4%	18	1%	13	1%	4	0%
Paid - Unsubsidized			**2,893**	**12%**	**308,258**	**31%**	**107**	**298,623**	**39%**	**103**	**2,385**	**15%**	**206**	**13%**	**133**	**9%**	**115**	**5%**	**54**	**2%**
	MI		6	0%	400	0%	67	471	0%	79	5	0%	-	0%	1	0%	-	0%	-	0%
	UN		-	0%	-	0%	-	-	0%	-	-	0%	-	0%	-	0%	-	0%	-	0%
	WO		2,887	12%	307,858	30%	107	298,152	39%	103	2,380	15%	206	13%	132	9%	115	5%	54	2%
		Step Totals	2,893	12%	308,258	31%	173	298,623	39%	182	2,385	15%	206	13%	133	9%	115	5%	54	2%
Unpaid Work			**1,884**	**8%**	**134,184**	**13%**	**71**	**86,157**	**11%**	**46**	**527**	**3%**	**296**	**6%**	**246**	**16%**	**470**	**20%**	**345**	**13%**
	CF		-	0%	-	0%	-	-	0%	-	-	0%	-	0%	-	0%	-	0%	-	0%
	CP		59	0%	3,584	0%	61	2,396	0%	41	23	0%	6	0%	8	1%	12	1%	10	0%
	SW		1,021	4%	62,183	6%	61	29,105	4%	29	180	1%	108	7%	132	9%	337	14%	264	10%
	WE		804	3%	68,417	7%	85	54,656	7%	68	324	2%	182	12%	106	7%	121	5%	71	3%
		Step Totals	1,884	8%	134,184	13%	207	86,157	11%	137	527	3%	296	19%	246	16%	470	20%	345	13%
Vocational Training			**209**	**1%**	**25,835**	**3%**	**124**	**28,927**	**4%**	**138**	**135**	**1%**	**35**	**1%**	**12**	**1%**	**10**	**0%**	**17**	**1%**
	PS		-	0%	-	0%	-	-	0%	-	-	0%	-	0%	-	0%	-	0%	-	0%
	VT		209	1%	25,835	3%	124	28,927	4%	138	135	1%	35	2%	12	1%	10	0%	17	1%
		Step Totals	209	1%	25,835	3%	124	28,927	4%	138	135	1%	35	2%	12	1%	10	0%	17	1%
Non-Core Countable Activities			**595**	**3%**	**26,874**	**3%**	**45**	**17,884**	**2%**	**30**	**195**	**1%**	**51**	**3%**	**81**	**5%**	**150**	**6%**	**118**	**4%**
Education Related to Employment			**70**	**0%**	**3,437**	**0%**	**49**	**3,214**	**0%**	**944,080**	**34**	**0%**	**6**	**0%**	**16**	**1%**	**7**	**0%**	**7**	**0%**
	AB		70	0%	3,437	0%	49	3,214	0%	46	34	0%	6	0%	16	1%	7	0%	7	0%
English as Second Language			**26**	**0.1%**	**1,341**	**0%**	**52**	**843**	**0%**	**634,528**	**9**	**0%**	**2**	**0%**	**7**	**0%**	**7**	**0%**	**1**	**0%**
	ES		26	0%	1,341	0%	52	843	0%	32	9	0%	2	0%	7	0%	7	0%	1	0%
High School or GED Completion			**274**	**1.16%**	**18,013**	**2%**	**66**	**11,815**	**2%**	**43**	**110**	**1%**	**21**	**1%**	**26**	**2%**	**84**	**4%**	**33**	**1%**
	HS		274	1.16%	18,013	2%	66	11,815	2%	43	110	1%	21	1%	26	2%	84	4%	33	1%
Job Skills Training			**225**	**1%**	**4,084**	**0%**	**18**	**2,011**	**0%**	**497,099**	**42**	**0%**	**22**	**1%**	**32**	**2%**	**52**	**2%**	**77**	**3%**
	JS		225	1%	4,084	0%	18	2,011	0%	497,099	42	0%	22	1%	32	2%	52	2%	77	3%
Non-Countable Activities			**11,314**	**48%**	**67,373**	**7%**	**6**	**61,240**	**8%**	**5**	**9,817**	**63%**	**223**	**14%**	**233**	**16%**	**214**	**9%**	**827**	**30%**
Other			**11,314**	**48%**	**67,373**	**7%**	**6**	**61,240**	**8%**	**5**	**9,817**	**63%**	**223**	**14%**	**233**	**16%**	**214**	**9%**	**827**	**30%**
	BR		176	1%	745	0%	4	698	0%	4	155	1%	4	0%	8	1%	4	0%	5	0%
	CH		988	4%	9,535	1%	10	7,769	1%	8	732	5%	19	1%	15	1%	21	1%	201	7%
	CI		7	0%	202	0%	29	142	0%	20	6	0%	-	0%	-	0%	-	0%	1	0%
	DV		811	3%	4,603	0%	6	4,311	1%	5	715	5%	29	2%	25	2%	23	1%	19	1%
	FA		3,005	13%	16,619	2%	6	15,838	2%	5	2,751	18%	74	5%	69	5%	48	2%	63	2%
	FC		417	2%	2,003	0%	5	1,794	0%	4	331	2%	24	2%	19	1%	16	1%	27	1%
	ME		2,295	10%	12,632	1%	6	11,545	2%	5	1,972	13%	40	3%	45	3%	43	2%	195	7%
	PE		1,383	6%	2,473	0%	2	2,309	0%	2	1,286	8%	1	0%	6	0%	8	0%	82	3%
	RE		947	4%	2,402	0%	3	1,866	0%	2	761	5%	3	0%	25	2%	8	0%	150	5%
	SC		-	0%	-	0%	-	-	0%	-	-	0%	-	0%	-	0%	-	0%	-	0%
	SI		93	0%	8,016	1%	86	7,689	1%	83	54	0%	14	1%	5	0%	8	0%	12	0%
	SL		244	1%	2,623	0%	11	2,033	0%	8	184	1%	6	0%	8	1%	4	0%	42	2%
	SS		948	4%	5,524	1%	6	5,247	1%	6	870	6%	9	1%	8	1%	31	1%	30	1%
		Step Totals	11,314	48%	202,119	7%	183	183,721	8%	163	9,817	63%	223	14%	233	16%	214	9%	827	30%
Grand Total			**23,714**		**1,009,374**		**43**	**767,251**		**32**	**15,521**	**65%**	**1,559**	**7%**	**1,503**	**6%**	**2,383**	**10%**	**2,748**	**12%**

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
CC	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
CI	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