H-1B Performance Reporting
HUB Office Hours

HUB System Aggregation Rules
November 6, 2013 at 12:00 p.m. EST
Preparing Data Files

Comprehensive Cumulative Grant-to-Date of all participants served to date

Depending on how data files are prepared,

• Updates to a participant record will be entered in the data element columns of an Excel spreadsheet.

• New participants served as a new participant record, entered as a new row of an Excel spreadsheet.
The Quarterly Performance Report or (QPR) Form No. 1205-0507

How do I generate the QPR form?
• Resolve all Format Check and Edit Check Error Reports in your data file FIRST.

My QPR form is generated, what do I do next?
• Review your QPR form to check if the outcomes reported reflects your records to date.

How do I understand the outcomes reported in my QPR form?
• The QPR form No. 1205-0507 is calculated using specific aggregation rules. These rules will be distributed in the next release of the updated H-1B Performance Reporting Handbook v3.3. Distribution is anticipated mid-November.
HUB Aggregation Rules

HUB is calculating your QPR Form based on:

- Data elements
- Code values
- Key dates entered for each participant activity
- Previous, Current, Cumulative Grant-to-Date data
HUB Aggregation Rules

Program Completion Outcomes: CURRENT QUARTER

QPR Form No. 1205-0507 Section D4: Number Completed Education/Job Training Program Activities.

This outcome will appear on the QPR form once the following data is provided:

- DE 406, DE 416 and DE 426 = Training Activity #1-3 (entered and completed each training recorded)
- DE 304 = Date of Program Completion

Once all training activities AND a program completion date are recorded for a participant they will be aggregated in Section D4: Number Completed Education/Job Training Program Activities for the quarter in which this occurs.

QPR Form No. 1205-0507 Section D5: Number Completed OJT Training Program Activities

This outcome will appear on the QPR form once the following data is provided:

- DE 406, DE 416 and DE 426 = Training Activity #1-3 (entered and completed each training recorded)
- If Type of Training Activity (DE 402, DE 403, and DE 404) = 1, On-the-Job Training
- DE 304 = Date of Program Completion

Once all training activities AND a program completion date are recorded for a participant they will be aggregated in Section D5: Number Completed OJT Training Program Activities for the quarter in which this occurs.
HUB Aggregation Rules

Program Completion and Credentials Earned

QPR Form No. 1205-0507 Section E1: Number Completed Program Activities and Obtained a Credential

The following outcome will appear on the QPR form once the following data is provided:

- DE 406, 416 and/or 426 = Date of Training Completion
- DE 601, DE 611 or DE 621 = Type of Recognized Credential #1, #2, #3
- DE 304 Date of Program Completion

QPR Form No. 1205-0507 Section E2: Total Number of Credentials Earned

The following outcome will appear on the QPR form once the following data is provided:

- The SUM of DE 601, DE 611 or DE 621 = Type of Recognized Credential #1, #2, #3
- DE 304 Date of Program Completion

These are reported in the quarter in which the activity occurred.
HUB Aggregation Rules

**Employment Outcomes for Workers Unemployed at Program Participation**

QPR Form No. 1205-0507 Section E3: Number Entered Unsubsidized Employment

The following outcome will appear on the QPR form once the following data is provided:

- DE 304 Date of Program Completion
- DE 200: Employment Status at Participation
  - 0, Not Employed OR 2, Employed, but Received Notice of Termination of Employment or Military Separation
- DE 501: Employed in 1st Quarter After Program Completion = 1, Yes

*Please Note: QPR Section E.3 reports entered employment outcomes that occurred in the 1st quarter after program completion.*

*Employment outcomes in the 2nd and 3rd quarters will be captured in HUB but won’t be reported in your QPR form.*
HUB Aggregation Rules

Employment Retention Outcomes for Workers Unemployed at Program Participation

QPR Section E3b: Number Retained Employment

The following outcome will appear on the QPR form once the following data is provided:

- DE 304 Date of Program Completion
- DE 501*: Employed in 1st Quarter After Program Completion
  - 1, Yes
- DE 511*: Employed in 2nd Quarter After Program Completion
  - 1, Yes
- DE 521*: Employed in 3rd Quarter After Program Completion
  - 1, Yes

*Data Elements 501, 511 and 521 do not apply to participants considered employed at program participation. Please refer to the Handbook for full definitions.
HUB Aggregation Rules

**Employment Retention Outcomes for Workers that Retain their Current Position**

**QPR Section E4a:** Total Number of Employed Retained Current Position

The following outcome will appear on the QPR form once the following data is provided:

- DE 304 Date of Program Completion
- DE 200: Employment Status at Participation
  - 1, Employed
- DE 514: Retained Current Position in the 2nd Quarter after Program Completion
  - 1, Yes
- DE 524: Retained Current Position in the 3rd Quarter After Program Completion
  - 1, Yes

*Retention outcomes will be reported in the third quarter after program completion.*
HUB Aggregation Rules

Employment Outcomes for Workers that Advance to a New Position

QPR Section E4b: Total Number of Employed that Advanced into New Position

The following outcome will appear on the QPR form once the following data is provided:

- DE 304 Date of Program Completion
- DE 200: Employment Status at Participation
  ✓ 1, Employed
- DE 505: Advanced to New Position in the 1st Quarter after Program Completion
  ✓ 1, Yes
- DE 515: Advanced to New Position in the 2nd Quarter after Program Completion
  ✓ 1, Yes
- DE 525: Advanced to New Position in the 3rd Quarter After Program Completion
  ✓ 1, Yes

*This outcome is reported in the quarter after program completion.
HUB Aggregation Rule Update

Employment Outcomes for Employed Workers

QPR Section E4b: Total Number of Employed that Advanced into New Position

- HUB Aggregation Rule has been corrected
- Advanced to new position/employment is reported in the first, second or third quarter in which advancement occurred and will be reported after program completion.
- QPR Generated Before 11/1/13: Re-upload Reports
- QPR Generated After 11/1/13: Review, Certify and Submit!
Requests for Technical Assistance

- TST Grantees:  dsi@dol.gov
- JA Grantees:  jobsaccelerator@dol.gov

- Send an email with your grant name and number, with detailed information on your needs to your grant-specific mailboxes including a courtesy copy to your Federal Project Officer (FPO).