



UNITED STATES DEPARTMENT OF EDUCATION

OFFICE OF SPECIAL EDUCATION AND REHABILITATIVE SERVICES
REHABILITATION SERVICES ADMINISTRATION

DECISION MEMORANDUM

TO: Andrew J. Pepin
Executive Administrator
Delegated the authority to perform
The functions of the Assistant Secretary for OSERS

THRU: Paul O'Connell
Executive Officer _____
OSERS

Jennifer Sheehy
Director
Office of Policy and
Planning
OSERS

R.A. for J.S.

FROM: Edward Anthony, Ph.D. *EA*
Delegated the authority to perform
The functions of Commissioner for Rehabilitation
Services Administration

SUBJECT: Application for Client Assistance Program, OMB Number 1820-0520

PURPOSE: The purpose of this memorandum is to obtain your approval and signature for the above data collection instrument extension request.

DISCUSSION

The current version of the Application for the Client Assistance Program is scheduled to expire on January 31, 2010. RSA is requesting an extension of the existing form through January 31, 2013.

This form is used by states to request funds to establish and carry out the Client Assistance Program (CAP). The CAP is mandated by the *Rehabilitation Act of 1973, as amended* (the act), to advise individuals with disabilities of the benefits and services available under the act and of the rights afforded them pursuant to the *Americans with Disabilities Act of 1990*, and to assist individuals applying for or receiving services in their relationships with projects, programs and services provided under the act. Section 112(b) of the act requires each state and territory to have in effect a CAP in order to receive any other allotments under the act, including those for the vocational rehabilitation and independent living programs.

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The Department of Education's mission is to promote student achievement and preparation for global competitiveness by fostering educational excellence and ensuring equal access.

A signed set of assurances is a condition for receipt of federal funds for the CAP. To receive federal funds to administer a CAP the state must complete the application by providing assurances that the CAP can carry out its statutorily prescribed purposes and functions. The assurances list all of the requirements that must be satisfied in order for the program to receive federal funds. RSA also relies on the signed set of assurances submitted as part of the application process to ensure compliance by the CAP program.

In January of 2007 the Office of Management and Budget (OMB) granted approval of the current OMB Form 1820-0520 for a three-year period. This submission contains no changes from the previous preprint approved by OMB under number 1820-0520, which will expire on January 31, 2010.

RECOMMENDATION

The attached information collection request package has been reviewed for compliance with the *Paperwork Reduction Act* and we are requesting your approval, signature and transmittal to the Department's Regulatory Information Management Services Team for clearance and submission to OMB.

DECISION

Approve Signature Andrew J. Legi Date 10/27/09
Disapprove Signature _____ Date _____

Other/Comments:

- Attachments: OMB Form 1820-0520
IC Data Form Part 1
IC Data Form Part 2
Supporting Statement
Paperwork Burden Statement
Certification for Paperwork Reduction form
Copy of Section 112 of the Act
Copy of Title 29 USC Section 732
Copy of 34 CFR 370