Frequently Asked Questions: Upward Bound Programs'
Annual Performance Report for Budget Period 2007–08

ALL UPWARD BOUND PROGRAMS

1.   The annual performance report (APR) has a new set of fields (#10–15) for reporting participants' race and ethnicity. Do grantees need to respond to these fields for prior participants?

   Response: No. Projects may leave the race and ethnicity fields blank for prior participants. They should respond for new, continuing, and reentry participants.

2.   If a student has moved from one Upward Bound project to another, should both projects report on the student's postsecondary work?

   Response: To allow TRIO to determine to what extent projects reach their objectives, both projects should report on the postsecondary progress of any participant who transfers from one project to the other. In regular Upward Bound and Upward Bound Math-Science, for purposes of calculating the extent to which a project met its objectives, a student remains in a project's expected high school graduation year cohort (field #23) whether or not the student participates in the project through high school graduation.

3.   Is there a section on the APR that allows grantees to explain why they did not meet their objectives?

   Response: No, the report comprises just two sections. There is no longer a section for grantees to provide a written narrative.

UPWARD BOUND AND UPWARD BOUND MATH-SCIENCE

DEFINITION OF A PARTICIPANT

4.   In regular Upward Bound and Upward Bound Math-Science, must a student be served for a minimum period of time if he or she is to be included in the APR?

   Response: Yes. Under Upward Bound regulations (34 CFR 645.6), to meet the definition of a participant, a student must have been allowed to continue for at least 10 days in a summer component if he or she first enrolled in the project's summer component, or 60 days if the individual first enrolled in the project's academic year component. Note that, if a student joined the project too late in the 2007–08 reporting period to meet the definition, he or she could be counted in the next year's APR, assuming the student remains with the project for the period specified in the regulations.

COLLEGE COST REDUCTION AND ACCESS ACT

5.   **A number of regular Upward Bound projects experienced a hiatus in funding between the 2007 competition and a subsequent award under the College Cost Reduction and Access Act of 2007 (CCRAA). If a student participated prior to the hiatus, may that student be served now? If so, how should he or she be counted?**

     Response: Yes, this student may be served; he or she should be counted as a continuing or reentry participant, not as a new participant.

6.   Are there any special considerations in completing the APR for grantees that received funding under the CCRAA, with a project year from December 1– November 30?

     Response: For students whose participation under CCRAA grants began in academic year 2007–08, no special instructions are necessary. For students first served after the beginning of the fall 2008 academic year, for field #26 (Grade Level at beginning of academic year being reported [2007–08]), please provide the accurate grade level, even though the student was not served in UB until the following academic year. In field #27, report the student's grade at the beginning of AY 2008–09--his or her first year of service under the project. In field #33 (retention in the project at the beginning of 2008–09), choose 8, "Not applicable, participant served for the first time after the beginning of the 2008–09 academic year."

COHORTS

7.   A participant's graduation date has been changed by the school system. Does the project also change the expected high school graduation cohort year?

     Response: No, the project should not change the expected high school graduation cohort year on the APR. Cohort years are based on the date the student first received UB or UBMS services and on the grade at time of first service (not date of acceptance unless the two dates happen to coincide). For example, if a student was first served as a ninth-grader in 2004–05, his or her expected high school graduation cohort year would be 2008. Note that, in the case of a participant first served during the summer session, the student needs to have a date of first program service no earlier than June 1 in order to be counted in the correct cohort.

Cohort years should not change unless project staff members realize that erroneous data were used in the past or that an error occurred in calculation. Circumstances in a student's life or academic experience following first service in UB or UBMS do not constitute a reason for changing the cohort. In the example above, the student's cohort would remain 2008 even if he or she dropped out in the 10th grade, returned a year later, and will now graduate in 2009 because of time away from school.

SECONDARY SCHOOL FIELDS

8.   For UB and UBMS participants with an expected high school graduation cohort year prior to 2008, what option should projects choose for fields #34 and 35 (met high school state academic achievement standard at proficient level in reading/language arts and math)?

     Response: For these two fields, select 0 = Unknown for students with an expected high school graduation cohort year prior to 2008.

POSTSECONDARY FIELDS

9.   How does field #46 (school code for postsecondary institution last attended during the reporting year [2007–08]) apply to a 2008 high school graduate who entered postsecondary education in the fall of 2008?

     Response: While field #46 refers to the postsecondary institution last attended during 2007–08, the Department does want grantees to report on students' postsecondary enrollment at the first opportunity. Grantees should, therefore, provide an institution code for *all* students who have enrolled in PSE, including those who enrolled in fall 2008.

10.   How should a project report a student who has stopped out of postsecondary education in field #46 (school code for postsecondary institution last attended during the reporting year [2007–08])?

     Response: If the student left postsecondary education during the reporting year, provide the code for the institution that he or she attended that year. If the student left postsecondary education prior to reporting year 2007–08 and did not return by the end of the reporting period, please use 0 = Unknown.