

UNITED STATES DEPARTMENT OF EDUCATION  
OFFICE OF SPECIAL EDUCATION AND  
REHABILITATIVE SERVICES  
REHABILITATION SERVICES ADMINISTRATION  
WASHINGTON, DC 20202

POLICY DIRECTIVE

RSA-PD-96-06

RSM-3015

Date: September 5, 1996

SUBJECT: Form RSA-15, Report of Vending Facility Program for Reporting Fiscal Year 1996 Data

ADDRESSEES: STATE VOCATIONAL REHABILITATION AGENCIES (GENERAL)  
STATE VOCATIONAL REHABILITATION AGENCIES (BLIND)  
CLIENT ASSISTANCE PROGRAMS  
REGIONAL REHABILITATION CONTINUING EDUCATION  
PROGRAMS (RRCEPS)  
RSA SENIOR MANAGEMENT TEAM

POLICY

STATEMENT: The Office of Management and Budget (OMB) has approved a revised RSA-15 Reporting Form for an additional three years for the collection of specific data for the Randolph-Sheppard Vending Facility Program. The Form has been approved by OMB for use by the Rehabilitation Services Administration (RSA) until June 30, 1999, under the Paperwork Reduction Act of 1995. The OMB number is 1820-0009.

All State agencies that are responsible for the administration of the Randolph-Sheppard Vending Facility Program are required to submit the completed revised Form RSA-15 within 60 days after the close of the period covered by the report. Attached for your assistance is a copy of the Form with its instructions for use in submitting FY 1996 data.

There is one significant change in the reporting Form that is the result of suggestions from State agencies submitted to OMB during its 30-day comment period. The revision increases the classification categories throughout the reporting Form to have "Snack Bar" as a separate item rather than including it under "Other". "Snack Bar" was a separate category on the Form during the late 1970's and early 1980's.

If your State's data collection system cannot accommodate to the new requirement, for this year only, you may complete the RSA-15 Reporting Form as in FY 1995. However, it is believed that most State agencies have the capacity to compile the data as presently required. Please make every effort to do so. The instructions accompanying the Form will provide assistance in satisfying this new requirement.

Please forward one copy of the completed report to your RSA Regional Commissioner and one copy to the Division for Blind and Visually Impaired, Rehabilitation Services Administration, Mary E. Switzer Building, 330 C Street, S.W., Room 3230, Washington, DC 20202-2738.

If you have any questions about the completion of the Form RSA-15, contact the Randolph-Sheppard Program Specialist in your RSA Regional Office.  
Please direct any inquiries concerning this Program Policy Directive to Mr. George Arsnow, Chief, Vending Facility Branch, telephone (202) 205-9317.

**CITATIONS**

**IN LAW:** Randolph-Sheppard Act  
Section 3(4)

**CITATIONS IN REGULATIONS:** 34 CFR 395.3

**INQUIRIES TO:** RSA REGIONAL COMMISSIONERS

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Fredric K. Schroeder  
Commissioner, RSA

**Attachments**

cc: CSAVR  
NAPAS