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TO: Sector Navigators
                Regional Consortia Chairs
                Deputy Sector Navigators
                Technical Assistance Providers – Centers of Excellence for Labor-Market
                       Research
                SB1070 Project Directors

FROM: Gary W. Adams, Dean
                Innovation and Systems Capacity
                Division of Workforce and Economic Development

SUBJECT: FAQ on 2014-15 Doing What Matters Momentum Point Reporting

Please use the attached FAQ to help complete 2014-15 grantee reporting on Momentum Points.
Please direct any questions to your monitor.

Thank you.

Cc: Division of Workforce and Economic Development

FAQ on 2014-15 Doing What Matters Momentum Point Reporting

Because the Momentum Points are being populated through a variety of sources, with varying timelines for implementation, reporting requirements on these Common Metrics will vary slightly based on the metric. These requirements are described below and summarized in a table at the end of the document.

How should I report on Momentum Points that were converted to Leading Indicators?

The following metrics were converted from Momentum Points, which entail tracking the participation of individual students, to Leading Indicators, which only need to be reported in aggregate numbers. For example, rather than tracking which 362 students participated in a career fair, grantees will only be expected to report that a total of 362 students participated in career fairs. These figures should be included in the annual, end-of-year report the Chancellor's Office.

These metrics include:

- *MP 1: Completed an individual career and skills awareness workshop in middle school that included a normed assessment process and was in a Doing What MATTERS priority or emerging sector*
- *MP 2: Completed a bridge program between middle school and high school and revised student career/education plan*
- *MP 3: Completed a student orientation and assessment program while in middle school or high school*
- *MP 7: Completed a program in high school within a CTE pathway*
- *MP 8: Completed a bridge program between high school and college in a CTE pathway*
- *MP 13: During high school, participated in an internship, work-based learning, mentoring, or job shadowing program in a CTE pathway.*

How should I report on Momentum Points that were locally collected and uploaded to the LaunchBoard?

Some metrics will be collected locally and entered into the LaunchBoard by uploading information on students who participated in the activities. Grantees should report on students who participated in these activities during the 2014-15 year.

These include:

- *MP 6: Completed a CTE articulated course*
- *MP 6A: Successfully completed a CTE dual enrollment course or credit by exam, with receipt of transcripted credits*
- *MP 19: Completed a work readiness soft skills training program (either stand-alone or embedded) within a CTE pathway*
- *MP 21: Completed the CSU-GE or IGETC transfer track/certificate for students in a CTE pathway*
- *MP 27: Participated in a college internship or workplace learning program within a CTE pathway*
- *MP 33: Participated in incumbent worker training or contract education in a CTE pathway (for example training for layoff aversion, meeting heightened occupational credentialing requirement, transitioning employees whose occupations are being eliminated, or up-skilling existing employees)*

How should I report on Momentum Points that are based on data that reflect 2014-15 outcomes but won't be collected in time for August 2015 reporting?

A number of the metrics will be populated based on statewide data sources such as CALPADS and MIS. However, educational institutions are not required to submit 2014-15 information to CDE and the Chancellor's Office until early fall, after the reporting deadline for Doing What Matters grantees. Therefore, grantees should report the numbers that appear in the LaunchBoard for 2012-13, the baseline year for the Doing What Matters framework.

These metrics include:

- *MP 4: Completed one course in high school within a CTE pathway*
- *MP 5: Completed two or more courses in high school within a CTE pathway*
- *MP 10: Transitioned from a high school CTE pathway to a similar community college CTE pathway*
- *MP 11: Transferred from a high school CTE pathway to a similar CSU, UC or private/independent university CTE pathway*
- *MP 14: Percentage of community college students, who participated in a high school CTE pathway, whose first math or English course was below transfer-level*
- *MP 15: Completed two courses in the same CTE Pathway*
- *MP 16: Retention rate between fall and spring within a CTE pathway*
- *MP 17: Completed a non-CCCCO-approved certificate within a CTE pathway*

- *MP18: Completed a CCCCO-approved certificate within a CTE pathway*
- *MP 20: Completed college level English and/or math, for students in a CTE pathway*
- *MP 23: Completed an associate degree in a CTE major*
- *MP 24: Completed an associate degree in a major different from student's college CTE pathway*

How should I report on metrics for which there is a time lag?

Some outcomes may not occur within the same academic year, for example when students transfer or secure jobs. Therefore, grantees should report the numbers that appear in the LaunchBoard for 2012-13.

- *MP 25: Transferred from community college to a four-year university in the same CTE pathway*
- *MP26: Transferred from community college to a four-year university in the same CTE pathway*
- *MP 31: Attained wages equal to or greater than the entry-level regional wage for that CTE pathway*
- *MP 32: Attained wages greater than the regional standard-of-living wage*

How should I report on Momentum Points that are based on data that won't be available in time for August 2015 reporting and weren't available in 2013-14?

Three metrics are based on the CTE Outcomes Survey. Reporting on these metrics is complicated by several factors, including the lag time required for student to attain employment, the 2014-15 survey results not being available by August 2015, and the relatively few colleges that participated in the survey in 2013-14. Therefore, grantees should only report the metrics where available. Please note that there is a time delay for the survey in addition to the time delay for securing employment. For example, the 2013-14 data reflects outcomes for students who last took courses in 2011-12, and thus will be displayed under 2011-12.

These metrics include:

- *MP 28: Attained a job placement in the same or similar field of study as CTE pathway*
- *MP 29: Acquired an industry-recognized, third-party credential*
- *MP 30: Attained a wage gain in a career in the same or similar CTE pathway*

Some metrics rely on data that weren't consistently collected in previous years. Therefore, grantees that chose these metrics will not have to report on them for 2014-15.

These metrics include:

- *MP 9: Completed college orientation & assessment as a first-time community college student who entered a community college CTE pathway*
- *MP 12: Completed a counselor-approved college education plan, for first-time community college students who enter a CTE pathway*
- *MP 22: Completed requirements in a CTE pathway, but did not receive a certificate or a degree*

Reporting Requirements Summary

Momentum Point (MP)	Provide a total 2014-15 figure in the end-of-year report	Provide the 2014-15 figure in the LaunchBoard	Provide the 2013-14 figure in the LaunchBoard	Provide the 2011-12 figure in the LaunchBoard	Reporting is not required for 2014-15
MP1	✓				
MP2	✓				
MP3	✓				
MP4			✓		
MP5			✓		
MP6		✓			
MP6A		✓			
MP7	✓				
MP8	✓				
MP9					✓
MP10			✓		
MP11			✓		
MP12					✓
MP13	✓				
MP14			✓		
MP15			✓		
MP16			✓		
MP17			✓		
MP18			✓		
MP19		✓			
MP20			✓		
MP21		✓			
MP22					✓
MP23			✓		
MP24			✓		
MP25			✓		
MP26			✓		
MP27		✓			
MP28				✓	
MP29				✓	
MP30				✓	
MP31			✓		
MP32			✓		
MP33		✓			