



Economic Development Administration
GPRA Data Collection Form

University Centers

PART I

Date _____
 Recipient Name _____
 Full Address _____
 Authorized Contact _____
 Telephone _____ Fax _____
 Email (not optional) _____
 EDA Investment Technical Assistance - University Center
 Investment Number _____
 Award Period _____ to _____
 Description of Activities: Technology _____ Economic Development _____

PART II

Recipients are required to report the following:

- a. Number of University Center (UC) clients provided 8 or more hours of technical assistance. _____
(count only clients who received UC technical assistance; count only once even if client received assistance for more than one task)
- b. Number of UC clients reported as taking action as a result of the assistance provided by UC _____
- c. Number of those actions taken by UC clients reported in b that achieved the expected results. _____
(Please attach a list of clients and actions that achieved expected results)
- d. Number of jobs created or retained as a result of c. _____
- e. Amount of private sector investment generated as a result of c. _____
- f. Amount of public sector investment generated as a result of c. _____
- g. Other economic benefits resulting from technical assistance *(written examples, dollar amounts can be included as part of the example).*

- h. Categorize type of assistance provided:
(one client may receive more than one type of assistance; count only once even if client received assistance for more than one task)

	<u>Quantity</u>		<u>Quantity</u>
Economic development plan	_____	Partnership Strategies	_____
Strategic partnering to	_____	Project Management	_____
Public-or private sector entities	_____	GIS Service	_____
Client Services	_____	Studies	_____
Technology Transfer	_____	Business Sector Services	_____

**GPRA DATA COLLECTION INSTRUCTIONS
UNIVERSITY CENTERS**

PART I: To be completed by Regional personnel. Recipient should review the information and make changes where necessary.

PART II:

The Investment Recipient will complete the indicated section. If there is not sufficient space on the data collection form, you may use additional pages with the EDA investment number, date of award, and reporting period at the top of each page.

Data Collection Period: **There is a two-year lag between the date the assistance was provided and the date the results are reported because the majority of the benefits resulting from UC assistance will not be immediately realized.** UCs *must* report outcomes associated with the EDA investment awarded two years prior to the current federal fiscal year. The report is due at the EDA regional office not later than 10 calendar days after the two-year award anniversary. (Example: A UC that received an investment award on January 1, 2016, must report on assistance provided to clients from January 1, 2016 to December 31, 2017 not later than January 10, 2018.)

Definition:

Taking an action as a result of the assistance facilitated means to implement an aspect of the technical assistance provided by the University Center in one or several areas: economic development initiatives and training session development; linkages to crucial resources; economic development planning; project management; community investment package development; geographic information system services; strategic partnering to public- or private-sector entities; increased organizational capacity; feasibility plans; marketing studies; technology transfer; new company, product, or patent developed; and other services.

Burden Statement: Notwithstanding any other provision of the law, no person is required to respond to, nor shall any person be subject to a penalty for failure to comply with, a collection of information subject to the requirements of the Paperwork Reduction Act, unless that collection of information displays a currently valid OMB Control Number 0610-0098 Expires **11/30/2020**. The public reporting burden for this collection is estimated to average 7 hours per response including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Economic Development Administration, Herbert C. Hoover Building, Washington, DC, 20230, and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.

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