

Tribal TANF Work Participation Rate (WPR) Feedback Reference Guide

This guide includes three feedback reports that provide key details about the completeness and accuracy of the tribe's program data and how the program's work participation rate (WPR) was determined. We recommend reviewing the reports in the following order:

- Start with the **Cross-Section Check report**. This report helps identify missing data or differences between sections that may affect the WPR calculation. For example, if more families are reported in Section 3 (Aggregate Data) than in Section 1 (Active Case Data), then families may be missing from the data used to calculate the WPR.
- Next, review the **Work Participation Rate (WPR) Monthly Calculation report**. This report highlights the tribe's annual WPR and the rate for each reporting month of the fiscal year. It can help identify months where lower participation rates may have contributed to the tribe's overall fiscal year result.
- Finally, review the **WPR Monthly Summary report**. This report provides more detail on how the monthly WPR was calculated, including how many families were expected to participate, how many met the work requirement, and how exclusions were applied.

Cross-Section Check (Section 1 vs. Section 3) Report

This table is a **data quality check**. It compares two sections of data to ensure these reflect the **same number of families on the active caseload each month**.

- **Section 1:** Detailed (disaggregated) data
- **Section 3:** Summary (aggregated) data

Cross-section check can have the following scenarios:

1. **No missing data and both sections reported the same number of families.**

Cross-section Check Section 1: Active Disaggregated Data Section 3: Aggregated Data - Number of Active Families

Section	T202310	T202311	T202312	T202401	T202402	T202403	T202404	T202405	T202406	T202407	T202408	T202409
Section 1	47	45	47	43	44	43	46	43	51	48	45	48
Section 3	47	45	47	43	44	43	46	43	51	48	45	48
Discrepancy	0	0	0	0	0	0	0	0	0	0	0	0

What the numbers show

- The **“Discrepancy” row is 0 for all months**, meaning there are **no differences**.
- It confirms the data is **consistent across reports**.
- It shows there are **no counting or reporting errors** between detailed and summary data.

2. **Some months of data are missing for both sections.**

Cross-section Check Section 1: Active Disaggregated Data Section 3: Aggregated Data - Number of Active Families

Section	T202310	T202311	T202312	T202401	T202402	T202403	T202404	T202405	T202406	T202407	T202408	T202409
Section 1	17	20	20	14	14	16	13	14	13	.	.	.
Section 3	17	20	20	14	14	16	13	14	13	.	.	.
Discrepancy	0	0	0	0	0	0	0	0	0	.	.	.

What the numbers show

- The last three months for both sections of data are missing (‘.’ means there was no data). For this scenario, please submit both sections of missing data as soon as possible.

3. There are discrepancies between sections, and one section of data is missing for last three months

Cross-section Check

Section 1: Active Disaggregated Data

Section 3: Aggregated Data - Number of Active Families

Section	T202310	T202311	T202312	T202401	T202402	T202403	T202404	T202405	T202406	T202407	T202408	T202409
Section 1	2	3	3	3	2	2	3	2	2	1	2	5
Section 3	3	4	4	4	3	3	4	3	3	.	.	.
Discrepancy	-1	-1	-1	-1	-1	-1	-1	-1	-1	1	2	5

What the numbers show

- The family case counts **do NOT match** between sections in every month of FY2024.
- For most months (Oct–Jun), Section 1 shows fewer families reported than in Section 3. This could be because data was not reported for one family in Section 1. Alternatively, 1 case from Section 1 was not processed or rejected during transmission to TDP. To be sure, please review any TDP error reports generated for the relevant fiscal periods; please also verify that family count reported in Section is correct.
- In July to September, section 3 data is missing (‘.’ means there was no data), either was not reported or rejected by TDP. Please review any TDP-generated error reports and submit the missing data as soon as possible.

Work Participation Rate (WPR) Monthly Calculation Report

This table shows a tribal TANF program’s work participation performance for FY2024.

Work Participation Rate
in FY2024

Report Month	Rate Negotiated	Rate Calculated	Met Required Rate	Hours Required Single Parent Families	Hours Required Two Parent Families	Average Families Worked Required Hours	Average Families with Parents	Number of months Data reported
YEARLY	34	42.2	YES	25	30	14	33	12
202310	34	44.7	YES	25	30	17	38	
202311	34	51.6	YES	25	30	16	31	
202312	34	37.1	YES	25	30	13	35	
202401	34	35.1	YES	25	30	13	37	
202402	34	32.5	NO	25	30	13	40	
202403	34	25.5	NO	25	30	12	47	
202404	34	35.0	YES	25	30	14	40	
202405	34	50.0	YES	25	30	17	34	
202406	34	46.2	YES	25	30	12	26	
202407	34	59.3	YES	25	30	16	27	
202408	34	54.5	YES	25	30	12	22	
202409	34	34.8	YES	25	30	8	23	

Please note the following key details about this program’s rate, as reflected in their tribal TANF plan:

- the negotiated target rate per month is 34 percent
- single parent families must participate at least 25 hours per week in work activities
- two parent families must participate at least 30 hours per week in work activities

Based on data reported for FY2024:

- The program’s yearly average work participation rate is 42.2, which is above the negotiated target rate of 34 percent.
- The program met or exceeded this negotiated target in 10 out of 12 months, with rates falling below the target in only February and March.
- The last column “Number of Months Data reported” equals 12, which means this program data was reported for all months of the fiscal year.

WPR Monthly Summary Report

This report includes a table for each month of the fiscal year that shows –of the families reported— the number of families expected to meet work requirements, and a breakdown of how many families met and did not meet this requirement.

As shown in the table below, in October 2023, this program met the negotiated work requirement.

Monthly WPR summary in FY2024

RPT_MONTH_YEAR=202310

	Overall families	Two-parent families
FAMILIES		
Total Families	82	
Families not in WPR	28	
WORK PARTICIPATIONS		
Families in WPR	46	8
Families disregard 1	2	0
Families disregard 2	2	4
Families disregard 5	0	0
Families disregard but met	0	0
Families that met hours	17	0
Total #of numerator*	17	
Total #of denominator**	46	
FINAL RATE		
NEGOTIATED HOURS	25	25
NEGOTIATED WPR	30.0	
Calculated WPR	37.0	
Met/failed WPR	YES	

Please note the following key details from this table:

- There were 82 total families reported for the month of October 2023
- 28 out of 82 families were not required to work because the family did not have an adult TANF recipient. These families are not considered in the work participation rate.
- Of the remaining 54 families considered in the month's work rate, 46 are single parent families, and 8 are two parent families. These families are expected to participate in 25 hours per week of work activities. Of these:
 - 17 one-parent families participated in the minimum number of hours for the all-family work rate
 - 0 two-parent families participated in the minimum number of hours for the all-family work rate
 - 2 families were disregarded from WPR because there was a child under 12 months in the family
 - 2 one-parent families and 4 two-parent families were disregarded because of a work sanction.

- The total families that met the required work hours =17 (note: this is the numerator for the WPR)

- The total families considered in the work participation rate (note: this is the denominator for the WPR) = 54 – 8 (disregarded) = 46

Using these numbers:

- The work participation rate (WPR) is 37.0% (17 out of 46 families).
- The target (negotiated rate) is 30%, and the tribe met and exceed this target for October 2023.