NATIONAL VOCATIONAL REHABILITATION TECHNICAL ASSISTANCE CENTER

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RSA Formula Grant Programs: Federal Reporting and Deadlines

(UPDATED September 2026)

REPORT NAME	FREQUENCY	RESOURCE	REPORTING REQUIREMENTS/DETAILS
WIOA Unified or Combined State Plan	Four-year cycle (with two-year modification) (PY)	**Joint ICR** **Non-Substantive Change Request** **RSA TAC 24-02** **RSA TAC-26-01**	WIOA requires States and Territories to submit a Unified or Combined State Plan that covers, at a minimum, the six core programs of the workforce development system submitted via the **WIOA State Plan Portal**. This includes the VR Services Portion which VR agencies submit. States are required to submit a Unified or Combined State plan every four years and a two-year modification will be due in the Spring of the second year of the four-year State plan cycle for implementation at the start of the third PY (July 1). Visit the **WIOA State Plan Portal** to view or download the PDF files of the WIOA State Plans.

REPORT NAME	FREQUENCY	RESOURCE	REPORTING REQUIREMENTS/DETAILS
WIOA Statewide Annual Performance Report (ETA-9169)	Annually (PY)	**Joint ICR**	WIOA requires each State to submit Statewide Performance Reports annually. The report covers performance data from July 1 to June 30 of the current PY and various participant cohorts' performance data. The ETA-9169 is due on October 1 of each year. If October 1 falls on a weekend or holiday, the report will be due on the next business day. View **ETA-9169 reports** for State VR programs. States must submit complete and timely WIOA annual performance reports pursuant to the WIOA Joint Final Rule at 20 CFR § 677.180(a) and 34 CFR §§ 361.180(a) and 463.180(a). A State may incur a financial sanction for a late report, as described in **RSA TAC-20-02**.
Case Service Report (RSA-911)	Quarterly (PY)	**DCL 25-04**	Data collected through the RSA-911 is used to assess the performance of the VR program through the calculation of evaluation standards and performance indicators, conduct annual reviews and periodic onsite monitoring of VR agencies, and support disability research. RSA-911 reports are due no later than 45 days after the end of each PY quarter: • July 1-September 30; Report Due: November 15 • October 1-December 31; Report Due: February 15 • January 1-March 31; Report Due: May 15 • April 1-June 30; Report Due: August 15

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Vocational Rehabilitation Financial Report **(RSA-17)**	Semi-Annually (FFY)	**DCL-26-03**	The RSA-17 collects VR fiscal data that is used to evaluate and monitor financial and programmatic performance. The RSA-17 must be submitted as follows: • 30 calendar days after the end of the reporting period if the report is not the final report; and • 120 calendar days after the end of the reporting period if the report is the final report.
Federal Financial Report (SF-425)	Annually: CAP, PAIR, OIB, SE-A, SE-B (FFY)	**PD-18-01** (SE-A) **PD-18-02** (SE-B) **DCL-20-01** (CAP, PAIR, OIB)	SF-425 fiscal data is used to evaluate and monitor the financial and programmatic performance of the following programs: • State Supported Employment Services (SE-A and SE-B); • Independent Living Services for Older Individuals Who are Blind (OIB); • Client Assistance Program (CAP); and • Protection and Advocacy of Individual Rights (PAIR). The SF-425 reports must be submitted as follows: • 30 calendar days after the end of the reporting period if the report is not the final report; and • 120 calendar days after the end of the reporting period if the report is the final report.

REPORT NAME	FREQUENCY	RESOURCE	REPORTING REQUIREMENTS/DETAILS
Real Property Status Report (SF-429)	Annually (FFY)	**DCL 26-01**	SF-429 is used to report information about real property in which the Federal government has an interest. A Federal interest arises when VR funds, program income, or non-Federal funds used to meet a matching requirement are used to acquire, construct, or improve real property.
Grant Reallotment (RSA-692)	Annually if relinquishing or requesting RSA formula award grant funds via reallotment.	Instructions located on form submission document in RSAMIS.	Each formula grant recipient participating in reallotment is required to submit a Grant Reallotment Form to RSA during the reallotment period of the FFY in which the funds were awarded to determine whether the grantee is relinquishing grant funds or requesting additional grant funds. RSA issues a notice to RSA formula award grantees annually with the submission timelines for RSA-692 forms. The RSA-692 is applicable to the following programs: • VR; • SE-A, SE-B; • OIB; • CAP; and • PAIR.

REPORT NAME	FREQUENCY	RESOURCE	REPORTING REQUIREMENTS/DETAILS
Independent Living Services for Older Individuals Who are Blind (RSA-7-OB)	Annually (FFY)	**PD-20-01**	The RSA-7-OB collects data on the OIB program, including five program measures necessary for accurate measurement of the performance of the program. The RSA-7-OB report for a FFY (October 1 – September 30) is due 120 calendar days after the end of the FFY.
Randolph Sheppard (RSA-15)	Annually (FFY)		The RSA-15 collects information from State licensing agencies related to the Randolph- Sheppard Vending Facility program and it is used to evaluate and monitor the program on an annual basis. The RSA-15 report for a FFY (October 1 – September 30) is due 120 calendar days after the end of the FFY.
Annual Client Assistance Program (CAP) Report (RSA-227)	Annually (FFY)	**PD 14-05**	The RSA-227 meets specific data collection requirements of Section 112 of the Rehabilitation Act of 1973, as amended, and its implementing Federal regulations at 34 CFR Part 370 for the CAP. If a VR agency administers the CAP internally, it is required to submit the RSA-227. The RSA-227 report for a FFY (October 1 – September 30) is due 120 calendar days after the end of the FFY.

REPORT NAME	FREQUENCY	RESOURCE	REPORTING REQUIREMENTS/DETAILS
Annual Protection and Advocacy of Individual Rights (PAIR) Program Report (RSA-509)	Annually (FFY)		RSA uses this form to meet the specific data collection requirements of Section 509 of the Rehabilitation Act of 1973, as amended, and its implementing Federal regulations at 34 CFR Part 381. Protection and Advocacy organizations, not VR agencies, submit the RSA-509. The RSA-509 report for a FFY (October 1 – September 30) is due 120 calendar days after the end of the FFY.

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