

**STATE OF CONNECTICUT DATA SHARING AGREEMENT**  
**Between**  
**Connecticut Department of Children and Families**  
**Connecticut Department of Education**  
**Connecticut Department of Mental Health and Addiction Services**  
**Connecticut Coalition to End Homelessness**  
**Connecticut Department of Correction**  
**Connecticut Department of Social Services**  
**Connecticut Judicial Branch Court Support Services Division**  
**Connecticut Department of Labor**  
**Connecticut Technical Education and Career Systems**  
**Connecticut Office of Policy and Management**  
**And**  
**Boston Consulting Group**

**WHEREAS**, this Data Sharing Agreement (“DSA”) is by and between the Connecticut Department of Children and Families (“DCF” and “Participating Agency”), the Connecticut Department of Education (“CSDE” and “Participating Agency”), the Connecticut Department of Mental Health and Substance Abuse Services (“DMHAS” and “Participating Agency”), the Connecticut Coalition to End Homelessness (“CCEH” and “Participating Agency”), the Connecticut Department of Correction (“DOC” and “Participating Agency”), the Connecticut Department of Social Services (“DSS” and “Participating Agency”), the Connecticut Technical Education and Career Systems (“CTECS” and “Participating Agency”), the Connecticut Judicial Branch Court Support Services Division (“JBCSSD” and “Participating Agency”), the Connecticut Department of Labor (“DOL” or “Data Integration Hub” and “Participating Agency”), (together referred to as “Participating Agencies”), the Connecticut Office of Policy and Management (“Operating Group” and “Data Recipient”), and the Boston Consulting Group (“BCG” and “Data Recipient”) together referred to as “Party” or “Parties,” and is effective as of the last date of the signature shown below (“Effective Date”);

**WHEREAS**, State agency heads are authorized by Connecticut General Statutes (“C.G.S.”) § 4-8 to enter into contractual agreements as may be necessary for the effective discharge of their duties;

**WHEREAS**, the Department of Children and Families (“DCF”) is the state agency responsible for child protective services in the state of Connecticut and for the administration of the Title IV-E and Title V-B of the Social Security Act programs for eligible children under the supervision of the Commissioner of DCF and for ensuring that all children under the supervision of the Commissioner of DCF receive adequate medical, dental, mental health, psychiatric, psychological, early children, education and other services;

**WHEREAS**, DCF is the state agency responsible for administering a statewide program of services, including preventive services to protect abused and neglected children;

**WHEREAS**, DCF must use a data-driven approach to services and supports and the federal bureau in charge of its services, the Children’s Bureau of the Administration for Children and Families (“ACF”) provides guidance to state child welfare systems so that when multiple systems are working with the same family, the agencies, systems, and organizations must work together to coordinate systems and services to be holistic and family-centric and to be more efficient and effective in working with the family;

**WHEREAS**, pursuant to Connecticut General Statutes (“C.G.S.”) § 17a-28, DCF records are confidential and require the consent of the subject for disclosure, with certain exceptions;

**WHEREAS**, the Connecticut State Department of Education is the administrative arm of the Connecticut State Board of Education (“SBOE”). Through leadership, curriculum, research, planning, evaluation, assessment, data analyses and other assistance, the Department helps to ensure equal opportunity and excellence in education for all Connecticut students. The Department is responsible for distributing funds to all Connecticut public school districts;

**WHEREAS**, the purpose of this DSA is to enable the audit and evaluation of Federal- or State-supported K-12 and Federal- or State-supported postsecondary education programs (34 C.F.R. § 99.3) by linking Data (as defined below) for the Preschool Through Twenty and Workforce Information Network (“P20 WIN”) in order to assess the degree to which said education programs are preparing students for post-secondary education and the workforce and to assess the efficacy of state or federally-funded higher education grant programs;

**WHEREAS**, in order to accomplish this purpose, it is necessary to link Data from the education records of students in preschool, elementary and secondary public schools, and adult education provided by the SBOE;

**WHEREAS**, the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g and the regulations promulgated under 34 C.F.R. Part 99 (“FERPA”), protect the confidentiality of Personally Identifiable Information (“PII” as defined in the enterprise memorandum of understanding (E-MOU), attached as Exhibit E), which may not be disclosed without the applicable student consent unless a FERPA exception applies;

**WHEREAS**, federal regulations provide that the disclosure of PII from education records to an authorized representative of state educational authorities as permitted herein pursuant to the “Audit or Evaluation Exception” is permissible without prior consent if the disclosure is for the purpose of carrying out an audit or evaluation of Federal- or State-supported education programs or for the enforcement of or compliance with federal legal requirements related to these programs (34 C.F.R. §§ 99.31(a)(3) and 99.35);

**WHEREAS**, the Connecticut Department of Mental Health and Addiction Services (“DMHAS”) works to improve the quality of life of the people of Connecticut by providing an integrated network of comprehensive, effective and efficient mental health, addiction and support services that foster self-sufficiency, dignity and respect;

**WHEREAS**, DMHAS Data is subject to the research confidentiality provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and 42 C.F.R. Part 2 and in particular, Subpart D § 2.53(c); and

**WHEREAS**, the Connecticut HMIS (“CT HMIS”) (as defined below) is a client information system that records the use of housing and services which can be used to determine the utilization of services of agencies licensed by the CCEH to use the CT HMIS, identifying gaps in the local service continuum and develop outcome measurements;

**WHEREAS**, the CT HMIS employs a statewide data sharing model among all agencies licensed by the CCEH to use the CT HMIS as described in its Policies and Procedures (as defined below);

**WHEREAS**, the CCEH has been designed the CT HMIS Lead Agency with authority to authorize the Data Recipient’s access;

**WHEREAS**, Connecticut Department of Labor (“DOL”) is the Connecticut State agency that administers the payment of Unemployment Compensation (UC) benefits and assesses and collects UC contributions from employers and maintains wage data on employees hired in approved state businesses, and as a partner in the workforce system, DOL administers the Workforce Innovation and Opportunity Act (WIOA), Wagner-Peyser Act, Trade Adjustment Act (TAA), Jobs First Employment Services (JFES), and State Office of Apprenticeship Training programs;

**WHEREAS**, the Parties recognize that the sharing of data will be beneficial to the Parties and will best serve the interests of the people of the State of Connecticut and shall not significantly hinder or delay the processing of UC claims or impede the efficient administration of the unemployment compensation law;

**WHEREAS**, to comply with federal requirements on the confidentiality of UC and other DOL data, DOL may only disclose UC data through an agreement and in a manner that conforms to and complies with state and federal laws;

**WHEREAS**, DSS is the Connecticut state agency responsible for administering, either directly or through its agents, a wide variety of government benefit programs for low-income residents, including, but not limited to Medicaid;

**WHEREAS**, DSS is a Covered Entity and DOL is a Business Associate under the Health Insurance Portability Act of 1996 (“HIPAA”), as defined in 45 C.F.R. §160.103;

**WHEREAS**, DOL has been designated as the Data Integration Hub is operating as the centralized data matching service for Participating Agencies (as defined in the Enterprise Memorandum of Understanding and its Appendices (“E-MOU”), which is attached hereto and incorporated herein;

**WHEREAS**, the Participating Agencies wish to share data with the Data Integration Hub for data matching services, in accordance with the terms and conditions of this DSA and approved under the terms and

conditions of the E-MOU, and share the Resultant Data with the Data Recipient; and

**WHEREAS**, DOL has access to data matching software which can be utilized to match and link longitudinal data from state agencies and other organizations for the purpose of facilitating data requests;

**WHEREAS**, “BCG” is an American global management consulting and research firm which will conduct research on disengaged and disconnected youth in Connecticut; and

**WHEREAS**, the Parties wish to participate in the P20 WIN Project entitled: Disconnected Youth in Connecticut (“Data Sharing Project”).

**NOW, THEREFORE**, the Parties, in consideration of the mutual promises and obligations set forth herein, the sufficiency of which is hereby acknowledged, and intending to be legally bound, agree as follows:

## **I. PURPOSE OF DSA**

The purpose of this DSA is to delineate the responsibilities, rights and requirements of the Parties and the procedures for the performance of the research on disengaged and disconnected court involved youth in Connecticut (“Data Sharing Project”) approved pursuant to this DSA. Data Recipient shall comply with the terms and conditions set forth in this DSA, which includes terms and conditions as required by JBCSSD, including but not limited to the requirements and measurements for Scope of Services, Performance and Reports. The scope of the Data Sharing Project and the time period covered by the Study are described in Exhibit A.

## **II. DEFINITIONS**

The definitions provided in the E-MOU, as amended from time to time, shall be applicable herein. If a definition in this DSA conflicts with the E-MOU, the definition in this DSA shall prevail:

**Agreement Breach or Breach** shall mean a Party’s failure to perform some act agreed upon by this DSA, or a failure to comply with a duty imposed by law which is owed to another or to society.

**Analytic Data** refers to highly sensitive original data files provided by the Participating Agencies to the Data Recipient for analysis. For the avoidance of doubt, Analytic Data are not automatically classified as De-Identified Data but may be appropriately de-identified as provided in the De-identification of Data and De-Identified Data definitions below herein.

**Authorized Representative(s)** shall mean any entity or person designated by a state or local educational authority or an agency headed by an official to conduct, with respect to federal or state supported education programs, any audit or evaluation, or any compliance or enforcement activity in connection with federal legal requirements that relate to these programs, as defined by FERPA, 20 U.S.C. § 1232g and its implementing regulations in 34 C.F.R. Part 99, to receive and/or match Data, including PII, from a Participating Agency subject to FERPA.

**Business Associate** shall refer to the Data Integration Hub and the Data Recipient.

**Claims** shall mean all actions, suits, claims, demands, investigations and proceedings of any kind, open, pending or threatened, whether mature, un-matured, contingent, known or unknown, at law or at equity, in any form.

**Confidential Information** shall mean any name, number or other information that may be used, alone or in conjunction with any other information, to identify a specific individual including, but not limited to, such individual's name, data of birth, mother's maiden name, motor vehicle's license number, Social Security number, employee identification number, employer or taxpayer identification number, alien registration number, government passport number, health insurance identification number, demand deposit account number, savings account number, credit card number, debit card number or unique biometric data such as fingerprint, voice print, retina or iris image, or other unique physical representation. Without limiting the foregoing, Confidential Information shall also include any information regarding clients that DSS classifies as "confidential" or "restricted." Confidential Information shall not include information that may be lawfully obtained from publicly available sources or from federal, state, or local government records which are lawfully made available to the general public.

**Confidential Information Breach** shall mean, generally, an instance where an unauthorized person or entity accesses Confidential Information in any manner, including but not limited to the following occurrences: (1) any Confidential Information that is not encrypted or protected is misplaced, lost, stolen or in any way compromised; (2) one or more third parties have had access to or taken control or possession of any Confidential Information that is not encrypted or protected without prior written authorization from DSS; (3) the unauthorized acquisition of encrypted or protected Confidential Information together with the confidential process or key that is capable of compromising the integrity of the Confidential Information; or (4) if there is a substantial risk of identity theft or fraud to the individual or the Participating Agencies.

**Confidential UC Information** shall mean any UC information provided by DOL which reveals the name or any identifying particular about any individual or any past or present employer or employing unit, or which could foreseeably be combined with other publicly available information to reveal any such particulars pursuant to 20 C.F.R. 603.4. No UC information obtained from DOL is public information. Because information in the system may match information that is available publicly, that does not make it permissible to disclose that such information is also in the DOL's database. For purposes of this DSA, such data would include, but not be limited to, any wage information, the individual's name, Social Security Number, address, etc., and any employer identifiers, including the employer's name, address and registration number and in addition, any document or other media produced as a result of the work provided for this DSA that contain or are derived from the UC data provided by DOL, including the fact that an individual is filing for UC benefits or that an employer is a covered employer for purposes of the Connecticut Unemployment Compensation Act, that directly or indirectly disclose information about individual claimant or employer.

**Connecticut Homeless Management Information System ("CT HMIS")** is the computerized data collection

application designed to capture information about homeless people and homeless programs over time. “CT HMIS” is the general name for one or more HUD-compliant software applications implemented and adopted in the state.

**CT HMIS Lead Agency** is the entity authorized by the CT HMIS Steering Committee to serve as the CT HMIS Statewide Administrator. The CT HMIS Lead Agency for the effective period of this Agreement is the CCEH.

**CT HMIS Policies and Procedures** shall mean those policies and procedures, maintained by CCEH and as updated from time to time. In the event of a conflict between the Policies and Procedures and this Agreement, the terms of the Policies and Procedures shall govern.

**CT HMIS Steering Committee** is the group established by the aggregated CT Continuum of Care entities responsible for CT HMIS oversight, implementation, planning, policies and procedures, software selection, and managing the CT HMIS in compliance with HUD’s national HMIS Standards.

**Data** shall mean statistical or other information that: (A) is reflected in a list, table, graph, chart, or other non-narrative form that can be digitally transmitted or processed; (B) is regularly created and maintained by or on behalf of an Participating Agency; and (C) records a measurement, transaction or determination related to the mission of the Participating Agency or is provided to such Participating Agency by any third party as required by any provision of law or contract.

**Data Elements** shall mean units of information as they are stored or accessed in any data system. For example, education data elements about a student’s academic history could include: student ID number, course code, credits attempted, cumulative grade point average, etc.

**Data Recipient** shall mean any person, entity or organization that is a party to an approved Data Sharing Agreement that receives Data sets from Participating Agencies for legitimate state purposes.

**Day** shall mean all calendar days, other than Saturdays, Sundays and days designated as national or State of Connecticut holidays upon which banks in Connecticut are closed.

**Designation Record Set** shall have the same meaning as the term “designated record set” in 45 C.F.R. § 164.501.

**Electronic Health Record** shall have the same meaning as defined in Section 13400 of the HITECH ACT (42 U.S.C. § 17921(5)).

**Health Insurance Portability and Accountability Act (“HIPAA”)** shall be inclusive of amendments by the Health Information Technology for Economic and Clinical Health Act (Division A, Title XIII and Division B, Title IV, of the American Recovery and Reinvestment Act of 2009) and their implementing regulations.

**HIPAA Standards** shall refer to the Privacy and Security Rules at 45 C.F.R. Part 160 and Part 164, subparts A, C, D and E.

**Individual** shall have the same meaning as the term “individual” in 45 C.F.R. § 160.103 and shall include a person who qualifies as a personal representative as defined in 45 C.F.R. § 164.502(g).

**More Stringent** shall have the same meaning as the term “more stringent” found in 45 C.F.R. § 160.202.

**Party or Parties** means the entity, its members, directors, officers, shareholders, partners, managers, principal officers, representatives, agents, servants, consultants, employees or any of them or any other person, which is in privity of oral or written agreement and entity intends for such other person or entity to perform under this DSA in any capacity. For the purpose of this DSA, vendors of support services, not otherwise known as human services providers or educators, shall not be considered subcontractor(s) unless such activity is considered part of a training, vocational or educational program.

**Personally Identifiable Information** means any name, number or other information that may be used, alone or in conjunction with any other information to identify a specific individual including but not limited to such individual’s name, date of birth, mother’s birth name, motor vehicle operator’s number, employee identification number, employer or taxpayer identification number, alien registration number, government passport number, health insurance identification number, demand deposit account number, savings account number, credit card number, debit card number of unique biometric data such as fingerprint, voice print, retina or iris image, case or client number, or other unique physical representation. Without limiting the foregoing, Personally Identifiable Information shall also include any information regarding clients that JBCSSD classifies as “confidential” or “restricted”. Personally Identifiable Information shall not include information that may be lawfully obtained from publicly available sources or from federal, state or local government records which are lawfully made available to the general public.

**Personally Identifiable Information Breach** means an instance where an unauthorized person or entity accesses Personally Identifiable Information in any manner, including, but not limited to the following occurrences: (1) any Personally Identifiable Information is misplaced, lost, stolen or in any way compromised; (2) one or more third parties have had access to, or taken, or been given control or possession of any Personally Identifiable Information that is not encrypted or protected without prior written authorization from JBCSSD; (3) the unauthorized acquisition of encrypted or protected Personally Identifiable Information together with the confidential process or key that is capable of compromising the integrity of the Personally Identifiable Information; or (4) if there is a substantial risk of identity theft or fraud to a client or a client’s family, the Participating Agencies, the Data Integration Hub, the Data Recipient, or the State of Connecticut.

**Privacy Rule** shall mean the Standards of Privacy of Individually Identifiable Health Information at 45 C.F.R. Part 160 and Part 164, subparts A and B.

**Protected Health Information (“PHI”)** shall have the same meaning as the term “protected health information” in 45 C.F.R. § 160.103, and includes electronic PHI, as defined in 45 C.F.R. § 160.103, limited to information created, maintained, transmitted or received by the Business Associate from or on behalf of the Covered Entity or from another Business Associate of the Covered Entity.

**Public Data** shall mean Data purposefully made available to the public by the Participating Agencies and may be freely disseminated without potential harm to the State or to Individuals.

**Records** means all working papers and such other information and materials as may have been accumulated and or produced by the Data Recipient in performing this DSA including but not limited to documents, data, plans, books, computations, drawings, specifications, notes, reports, records, audio recordings, videotape recordings, estimates, summaries and correspondence, kept or stored in any form whatsoever.

**Required by Law** shall have the same meaning as the term “required by law” as found in 45 C.F.R. § 164.103.

**Restricted Data** shall mean Data that is highly confidential or personal identified information. There are statutory, regulatory or contractual requirements that require protection of the Data. It is intended for a very specific use and should not be disclosed except to those who have explicit authorization to review such Data. Unauthorized disclosure of this Data could have a serious adverse impact on the State or to Individuals.

**Resultant Data** shall mean the Data provided by the Participating Agencies and the Data Integration Hub to the Data Recipient pursuant to this DSA. Resultant Data includes de-identified and/or anonymized files received for analysis from the Participating Agencies and a comparison of unique generic identifiers used to connect PII Data together. It also includes the working documents and derivative tables created from the Resultant Data before the documents and tables have been reviewed according to the DSA and subsequently approved as appropriately de-identified and aggregated for access to Users.

**Results** means all intellectual property, ideas, discoveries, know-how professional opinions and all other information produced or developed by the Data Recipients through the performance of the Data Sharing Project.

**Security Incident** shall have the same meaning as the term “security incident” found in 45 C.F.R. § 164.304.

**Security Rule** shall mean the Security Standards for the Protection of Electronic Protected Health Information as found at 45 C.F.R. Part 160 and Part 164, subpart A and C.

**Sensitive Data** is Data that is not openly shared with the general public but is not specifically required to be protected by statute, regulation or by agency policy. It is Data that is intended for use by a designated group, department, or group of individuals within the State. Unauthorized disclosure of this information could adversely impact the State or Individuals.

**State** means the State of Connecticut, including any agency, office, department, board, council, commission, institution or other entity of state government.

**Unsecured Protected Health Information** shall have the same meaning as the term as defined in 45 C.F.R. § 164.402.

**Vendor** means an information technology with which Data Recipient contracts to provide services.



**User or Users** shall mean employee of a Participating Agency or Data Integration Hub, or individual, agent, or entity (e.g., an independent contractor), who has been authorized to access the Data in accordance with the applicable DSA and any applicable Federal and State laws.

### **III. RESPONSIBILITIES OF PARTICIPATING AGENCIES**

- A. Specific Duties of Participating Agencies When Transmitting Data. Whenever a Participating Agency Transmits data to the Data Integration Hub, the Participating Agency shall do so in compliance with applicable federal and state law, this DSA and the E-MOU. Furthermore, the Participating Agency will abide by all the specific requirements contained in the Data Sharing Request Form, which is attached and incorporated herein as Exhibit A, including but not limited to the confidentiality and privacy requirements contained in applicable law.
- B. CT HMIS LEAD AGENCY. CCEH as the CT HMIS Lead Agency has the following responsibilities, whether executed directly or through contractual arrangement with other parties such as the CT HMIS System Administrator:
  - 1. System Administration;
  - 2. Ensure CT HMIS is operating in accordance with established Policies and Procedures;
  - 3. Authorize and entitle use of the CT HMIS by Requesting Party; and
  - 4. Provide to Requesting Party relevant data from CT HMIS.
- C. Confidential UC Information and other DOL confidential information. The Parties agree that, under C.G.S. § 31-254 and under Federal law (20 C.F.R. § 603), all UC data, in whatever form that is furnished by DOL pursuant to this DSA, is, as a matter of law, and shall be treated as DOL Confidential Information. C.G.S. § 31-254 provides that any public employee who violates any provision of said section shall be fined not more than two hundred dollars (\$200.00) or imprisoned not more than six (6) months or both and shall be dismissed from service. For purposes of this DSA, Confidential Information shall include, but not be limited to:
  - 1. Any indication that the name of an employer and any information pertaining to that employer is maintained in the DOL database or that a particular employer is covered or not covered by the unemployment insurance (UI) laws;
  - 2. Any indication that an individual has earned wages at all, or in a specific quarter;
  - 3. The amount of any wages;
  - 4. The number of employees an employer has in a particular or for a particular time frame;
  - 5. An employer's tax standing – taxable or reimbursing;
  - 6. The tax status of an employer (i.e., whether an employer is in good standing or is under investigation in any way);
  - 7. An individual employee's name or Social Security Number, or specific wages; and
  - 8. The name, address or UC registration number of the employer.

In addition, any personally identifying information pertaining to participants in the WIOA, Wagner-Peyser, TAA, JFES, and Apprenticeship programs is protected by federal law (e.g. The

Privacy Act of 1974), federal regulations, e.g. 20 C.F.R. § 683.220, 20 C.F.R. § 617.57, state law, C.G.S. § 31-254, and federal guidance, specifically U.S. DOL Training and Employment Guidance Letter (TEGL) No. 39-11, as applicable to the specific program.

- D. Compliance with E-MOU. Except to the extent prohibited by applicable federal and state law, Participating Agencies shall comply with all provisions of the E-MOU.
- E. Data Transmittal. The Participating Agency and the Data Integration Hub shall require its Users to perform Data Transmittal only in accordance with the terms and conditions of the E-MOU and the applicable specifications in Article IV.
- F. Agreements with Users. The Participating Agency and the Data Integration Hub shall have established written documentation that each of its Users shall, at a minimum: (i) comply with all applicable federal and state privacy and data security requirements; (ii) reasonably cooperate with the Operating Group (pursuant to Section VII, page 10 of Exhibit E) on issues related to the E-MOU; (iii) transmit data only for a permitted purpose; (iv) use and disclose data received from another Participating Agency or User in accordance with the terms and conditions of this DSA; (v) when a Breach or potential Breach has occurred, report such breach to the Operating Group for the Data Governing Board (pursuant to Section III on page 5 of Exhibit E) so that the Data Governing Board can proceed according to the terms and conditions of the E-MOU; (vi) refrain from disclosing to any other person any passwords or other security measures issued to the User for the Data Sharing process; and (vii) cooperate with any external audits. Each User shall sign a User Acknowledgement Form, either one developed by the Participating Agency or the Data Integration Hub or the one attached and incorporated herein as Exhibit B.

Notwithstanding the foregoing, for Users who are employed by a Participating Agency or who have agreements with a Participating Agency which became effective prior to the Effective Date, compliance with this Section may be satisfied through written policies and procedures that address items (i) through (vi) of this Section so long as the Participating Agency can document that there is a written requirement that the User must comply with the policies and procedures.

- G. Agreements with Vendors. To the extent that a Participating Agency uses Vendors, in connection with the Participating Agency's Transmittal of Data, the Participating Agency affirms that it has established agreements with each of its Vendors that require the Vendor to, at a minimum: (i) comply with all applicable federal and state privacy and data security requirements; (ii) protect the privacy and security of any data to which it has access; (iii) as soon as reasonably practicable after determining that a breach occurred, report such breach to the Participating Agency; (iv) not re-disclose information without the written consent of the Participating Agency; (v) agree to the same restrictions on the access, use, and disclosure of Data as contained herein; (vi) reasonably cooperate with the other Participating Agencies to the E-MOU on issues related to the E-MOU; (vii) sign a form that meets the requirements of Exhibit B; and (viii) cooperate with any external audits.

- H. Compliance with Laws. The Participating Agencies shall fully comply with all applicable federal and state privacy and data security laws. The Parties agree that all federal and state laws and regulations, including but not limited to the Health Insurance Portability and Accountability Act of 1996 (HIPAA, P.L. 104-191), the Federal Educational Rights and Privacy Act (20 USC § 1232g), Confidentiality of Alcohol and Drug Abuse Patient Records (42 USC § 290dd-2), and C.G.S. §§ 17a-28, 46b-140), shall apply and shall supersede any provision of the DSA to the contrary.

Furthermore, data regarding judges, including identifying information such as name, judge, juris number, or any other identifier by which their identity could be determined, shall not be provided by JBCSSD.

I. Disclaimers.

1. Reliance on a System. Each Participating Agency acknowledges and agrees that (i) the Data provided to the Data Integration Hub is drawn from numerous sources; (ii) the Data is specific to the point in time when drawn, and (iii) it can only confirm that, at the time of the Data Transmittal, the Data is an accurate representation of Data contained in, or available through, the Data Integration Hub. Nothing in the DSA shall be deemed to impose responsibility or liability on a Participating Agency related to the clinical accuracy, content or completeness of any Data provided to the Data Integration Hub. Furthermore, Data Recipient may not rely upon the availability of a particular Participating Agency's Data.
2. Carrier Lines. The Participating Agency acknowledges that the Transmittal of Data between Participating Agencies, the Data Recipient and the Data Integration Hub is to be provided over various facilities and communications lines, and data shall be transmitted over local exchange and Internet backbone carrier lines and through routers, switches, and other devices (collectively, "carrier lines") owned, maintained, and serviced by third-party carriers, utilities, and Internet service providers, all of which may be beyond the Participating Agency's control. Provided the Participating Agency uses reasonable security measures, no less stringent than those directives, instructions, and specifications contained in the E-MOU, its Specifications, and applicable federal and state law, the Participating Agency assumes no liability for or relating to the integrity, privacy, security, confidentiality, or use of any data while it is transmitted over those carrier lines, which are beyond Participating Agency's control, or any delay, failure, interruption, interception, loss, Transmittal, or corruption of any data or other information attributable to Transmittal over those carrier lines which are beyond Participating Agency's control. The use of the carrier lines is solely at the Participating Agency's risk and is subject to all applicable federal and state law. If a Breach occurs and it is determined that it happened because of a carrier issue, over which the Participating Agency has direct control, the Participating Agency responsible for the Transmittal of Data is the responsible party for the Breach notification when such notification is required by law and/or determined to be necessary by this DSA. However, Data must be encrypted using current industry standard algorithms agreed on by the Parties

involved before transmission occurs.

3. Collecting Data. Each Participating Agency has collected the Data from Individuals. Accordingly, the Participating Agency is solely responsible for ensuring that all legal requirements have been met to collect Data on Individuals whose Data are being provided to the Data Integration Hub and the Data Recipient.
  4. Data Accuracy. Each Participating Agency will identify and document for the Data Recipient any known limitations or Data accuracy issues that have potential to impact the Data Sharing Project described in Exhibit A.
- J. All Participating Agencies and the Data Integration Hub agree that Data will be encrypted at rest and in motion, and all backups will be encrypted.

#### **IV. RESPONSIBILITIES OF DATA INTEGRATION HUB**

- A. In all respects, the Data Integration Hub shall comply with the provisions of FERPA. Nothing in this DSA may be construed to allow the Data Integration Hub to maintain, use, disclose or share Participating Agency's Data in a manner not allowed by federal law or regulations, including but not limited to FERPA, or by this DSA. This Section (III.A.) shall survive the termination, cancellation or expiration of this DSA.
- B. The Participating Agency designates the Data Integration Hub to serve as the Authorized Representative to receive and match PII from education records under the audit and evaluation pursuant to FERPA 20 U.S.C. § 1232g(b)(1)(C), (b)(3) and (b)(5) and 34 C.F.R. §§ 99.31(a)(3) and 99.35, or the studies exception in 20 U.S.C. § 1232g(b)(1)(F) and 34 C.F.R. § 99.31(a)(6).
- C. The Data Integration Hub acknowledges that the Transmittal of Data between Participating Agencies, the Data Recipient and the Data Integration Hub is to be provided over various facilities and communications lines, and data shall be transmitted over local exchange and Internet backbone carrier lines and through routers, switches, and other devices (collectively, "carrier lines") owned, maintained, and serviced by third-party carriers, utilities, and Internet service providers, all of which may be beyond the Data Integration Hub's control. Provided the Data Integration Hub uses reasonable security measures, no less stringent than those directives, instructions, and specifications contained in the E-MOU, its Specifications, and applicable federal and state law, the Data Integration Hub assumes no liability for or relating to the integrity, privacy, security, confidentiality, or use of any data while it is transmitted over those carrier lines, which are beyond the Data Integration Hub's control, or any delay, failure, interruption, interception, loss, Transmittal, or corruption of any data or other information attributable to Transmittal over those carrier lines which are beyond Participating Agency's control. The use of the carrier lines is solely at the Participating Agency's risk and is subject to all applicable federal and state law. If a Breach occurs and it is determined that it happened because of a carrier issue, over which the Data Integration Hub has direct control, the Data Integration Hub responsible for the Transmittal of Data is the responsible party for the Breach

notification when such notification is required by law and/or determined to be necessary by the Participating Agency. However, Data must be encrypted using current industry standard algorithms agreed on by the Parties involved before transmission occurs.

- D. For any Data Sharing, the Data Integration Hub agrees to store and access all Data obtained from the providing Participating Agency on secure computers and in secure files to which access is restricted to authorized persons only and in an area that is physically safe from unauthorized persons at all times. All personnel authorized to access data shall be fully trained and advised of the confidential nature of the information and the safeguards required protecting the information and have followed the procedures in Section II.F (Agreements with Users).
- E. The Data Integration Hub agrees to monitor all authorized Users to ensure such Users observe the confidentiality requirements outlined in the E-MOU.
- F. The Data Integration Hub agrees that authorized Users will not store or transmit data on a portable storage device, such as but not limited to, a USB flash drive, cell phone, portable laptop, external hard drive or through unencrypted e-mail with the exception of system backup tapes and files. System backup tapes and files will be encrypted to prevent data loss.
- G. The Data Integration Hub agrees to have policies and procedures regarding data security that protect against violations of federal and state law, when the data is at rest and during transmission. The Participating Agency reserves the right to request the Operating Group to assist in an audit or assessment regarding access to Participating Agency's Data therein.
- H. The Data Integration Hub shall comply with the following access and security requirements:
  - 1. Limited Access. The Data Integration Hub shall limit access to the Participating Agency's Data to Users (including staff, individuals, and contractors) who have signed the Confidentiality Agreement attached and incorporated herein as Exhibit C and are working on a specific data sharing project with the Participating Agency pursuant to the terms of the E-MOU.
  - 2. Use. The Data Integration Hub shall use the Participating Agency's Data solely for the purpose approved by the Participating Agency. The Data Integration Hub shall only disclose the Participating Agency's Data to Users with the authority to handle the Data in furtherance of the Participating Agency's approved purpose and pursuant to this DSA.
  - 3. Data Deletion. The Data Integration Hub shall retain the Participating Agency's Data used for matching for a period no later than ten (10) business days after the match has been completed pursuant to this DSA and specified in Exhibit A, unless all the Parties agree in writing to extend the retention time. The match has been completed when the Representatives of the Parties (as listed in Section XIX herein) have agreed in writing that the match results are optimal.
- I. Matching and Removal of Identifiers from Data
  - 1. Removal of Identifiers. The Data Integration Hub shall release only generic unique identifiers link data from Participating Agencies, that bearing no resemblance to or containing any part of an individual's identifiable data which can be used to distinguish or

trace an Individual. The Data Integration Hub shall take all due diligence to prevent release of identifiers to the Data Recipient, as defined in state and /or federal law, including, but not limited to, C.G.S. §§ 4e-70(4), 10-234aa(4), 10a-42h, 31-254, 31-701b(a), and 42-471; 20 C.F.R. § 603; 34 C.F.R. Part 99.

2. Cell Suppression Policy. The Data Integration Hub agree that approved projects including data from the Participating Agency in the creation of any dissemination materials (e.g., project updates, tables, reports, presentations) must adhere to the cell size suppression stated herein:
  - a. No cell (e.g., grouping of individuals, patients, students, clients) with less than 10 observations may be displayed.
  - b. No use of percentages or other mathematical formulas may be used if they result in a cell displaying less than 10 observations.
  - c. Individual level records may not be published in any form, electronic or printed.
  - d. Reports and analytics must use complementary cell suppression techniques to ensure that cells with fewer than 10 observations cannot be identified by manipulating data in adjacent rows, column or other manipulations of any combination of dissemination materials generated through an approved project. Examples of such Data Elements include but are not limited to geography, age groupings, race/ethnicity, sex, or birth or death dates.

- J. Business Associate of DSS. The Data Integration Hub will be receiving individually identifiable information from DSS and therefore agrees to be a Business Associate of DSS under HIPAA and agrees to the terms listed in Exhibit I.

## **V. TRANSFER OF DATA FROM PARTICIPATING AGENCIES AND DATA INTEGRATION HUB TO DATA RECIPIENT**

The Participating Agency will submit to the Data Integration Hub, or otherwise permit the Data Integration Hub staff to electronically access, the data associated with approved data sharing or data linking projects as evidenced by the documents attached to this DSA and required pursuant to the E- MOU and its Appendices. The Participating Agency will transfer Data electronically to the Data Integration Hub and to the Operating Group only via encrypted files and in accordance with the security requirements outlined policies and procedures approved by the Data Governing Board. Data Integration Hub shall safeguard the use, publication and disclosure of information about clients whose Data is used in the Data Sharing Project under this DSA or about whom confidential Data is disclosed to the Data Integration Hub, consistent with all applicable federal and state laws concerning confidentiality and as may be further provided under this DSA.

## **VI. DATA INTEGRATION HUB'S RIGHTS TO SHARE/RE-DISTRIBUTE THE DATA**

Except as expressly provided in this DSA and the E-MOU, the Data Integration Hub shall not disclose or distribute any Data submitted by the Participating Agency without the Participating Agency's written approval.

## **VII. RESPONSIBILITIES OF OPERATING GROUP**

Prior to any data being transferred from the Data Integration Hub and Participating Agencies to the Data Recipient, the Operating Group shall review the Resultant Data and Analytic Data of that Participating Agency(ies) to ensure that all Data provided is consistent with the terms of this DSA. This review is intended to ensure that the Data Recipient only receives the Data intended pursuant to this DSA.

The Participating Agency(ies) designate(s) the Operating Group to serve as the Authorized Representative to conduct a review of the Key Data and Analytic Data under the audit and evaluation exception pursuant to FERPA 20 U.S.C. § 1232g(b)(1)(C), (b)(3) and (b)(5) and 34 C.F.R. §§ 99.31(a)(3) and 99.35. As the Authorized Representative carrying out this function on behalf of the Participating Agency(ies), the Operating Group is responsible for protecting PII and Confidential Information, if any is found during the review process and education records to the same standard as required by the Data Integration Hub and defined in this DSA and is subject to the same provisions as the Data Integration Hub including as specifically set forth in Section III of this DSA.

## **VIII. RESPONSIBILITIES OF DATA RECIPIENT**

- A. Authorized Representative. In all respects, the Data Recipient shall comply with the provisions of FERPA. For purposes of this DSA, nothing in this DSA may be construed to allow the Data Recipient to maintain, use, disclose or share Participating Agency's Data in a manner not allowed by federal law or regulations, including but not limited to FERPA, or by this DSA. This Section (III.A.) shall survive the termination, cancellation or expiration of this DSA.

Further, the Participating Agency designates the Data Recipient to serve as the Authorized Representative to receive PII from education records under the audit and evaluation pursuant to FERPA 20 U.S.C. § 1232g(b)(1)(C), (b)(3) and (b)(5) and 34 C.F.R. §§ 99.31(a)(3) and 99.35, or the studies exception in 20 U.S.C. § 1232g(b)(1)(F) and 34 C.F.R. § 99.31(a)(6).

- B. Permitted Data Sharing Project: Approved Use and Data Elements. This DSA pertains to the P20 WIN Project entitled: Disconnected Youth in Connecticut. This P20 WIN Project was approved by all Participating Agency(s) and the Data Recipient and the approved Data Sharing Request Form is attached and incorporated hereto as Exhibit A.

The approved Data Sharing Request Form (Exhibit A) details the permitted use of the Resultant Data as well as the approved Data to be included in the Data Sharing project. This DSA pertains only to the use of Data Elements identified in Exhibit A, and the Data Recipient acknowledges that the appropriate Institutional Review Board (IRB) requests or approvals, whichever is available, attached as Exhibit D, has been requested or obtained if relevant and appropriate and JBCSSD Internal Research Review Committee approval, included in Exhibit D.

Further, the Data Recipient acknowledges and agrees that it must use the Resultant Data in accordance with the approved Data Sharing Request Form (Exhibit A) and pursuant to the IRB requests or approvals (Exhibit D), if relevant and appropriate, and that the Data Recipient may

only receive and use the Resultant Data for the purpose(s) approved by the Participating Agencies pursuant to this DSA. The Data Recipient shall perform fully under this DSA

- C. Data Sovereignty and Accuracy. The Participating Agencies are responsible for providing current Data as of the date and time compiled. However, the Data Recipient acknowledges that 100% accuracy of all records and fields is not guaranteed, and Data are subject to change. Some data fields may contain incorrect or incomplete data. The Data Integration Hub and the Participating Agencies providing the data cannot commit resources to explain or validate complex matching and cross-referencing programs; the Data Integration Hub does provide documentation for each data matching process about the rules used in the match and the match rate. The Data Recipient agrees to accept the quality of the data they receive. Questions by the Data Recipient related to the Resultant Data completeness (i.e. approved Data Elements in the attached Exhibit A) or matching accuracy shall be in writing and sent to the Operating Group within ten (10) business days of receipt of all Data sets. Data that has been manipulated or reprocessed by the Data Recipient is a part of the Resultant Data Set and must be securely maintained according to this DSA until it is deleted by the Project End Date as specified in Section XXI. The Data Recipient understands and agrees that the Data Integration Hub cannot commit resources to assist Data Recipient with converting data to another format.
- D. Data Transfer. The Data Integration Hub shall transmit the Data files, and each Participating Agency shall transmit the Data files outlined in Exhibit A to the Data Recipient in accordance with this DSA. The Data Recipient will be provided secure access and will be allowed to download the Resultant Data file(s) for a limited period of time, after which access to the secure transmission will be removed or the Resultant Data files will be deleted. Data Recipient shall, at its sole cost and expense, safeguard the use, publication and disclosure of information about clients whose Data is used in the Data Sharing Project under this DSA or about whom confidential Data is disclosed to the Data Integration Hub, consistent with all applicable federal and state laws concerning confidentiality and as may be further provided under this DSA. In addition, JBCSSD may require, at the sole cost and expense of the Data Recipient, undergo criminal history records checks in a manner consistent with the State of Connecticut Department of Emergency Services and Public Protection's protocols or such other State document that governs procedure for background checks. Data Recipient shall cooperate fully as necessary or reasonably requested with JBCSSD and their agents and users in connection with such background checks and each researcher from BCG shall execute the releases set forth in JBCSSD Authorization for Release of Information (Exhibit H).
- E. Safeguarding Data in Publications.
1. Disclosure Avoidance. The Data Recipient shall publish results from any study, analysis or evaluation of education programs in a manner that protect the privacy and confidentiality of the Individual. Tables must utilize disclosure avoidance techniques such as cell suppression, blurring, and/or perturbation as appropriate. The Data Recipient shall employ, to the greatest extent possible, the best practices outlined by the national Center for Education



Statistics SLDS in Technical Brief 3, "Statistical Methods for Protecting Personally Identifiable Information in Aggregate Reporting," amended from time to time, to minimize the risk that Individuals could be identified.

2. Security Controls. The Data Recipient shall implement and maintain the data security controls specified in the Data Sharing Request Form (Exhibit A) that has been approved by the Participating Agencies that provided the Data.

F. Cell Suppression Policy. The Data Recipient agrees to use reasonable care when utilizing cell suppression alone to employ additional methods to ensure Individuals cannot be identified through the single or multiple release or use of available counts, percentages or Data in other related publicly available tables. The Data Recipient agrees that any use of the Data in the creation of any dissemination materials (including but not limited to a manuscript, table, chart, study, report, presentation, etc.) concerning the specified purpose must adhere to the cell size suppression policy as follows:

1. No cell size (e.g., grouping of individuals, patients, clients, recipients, etc.) with less than 10 observations may be displayed. This is the most stringent cell size allowable among the Participating Agencies that provided the Data for the P20 WIN Project specified in this DSA.
2. No use of percentages or other mathematical formulas may be used if they result in a cell displaying fewer than 10 observations.
3. Individual level records may not be published in any form, electronic or printed.
4. Reports and analytics must use complementary cell suppression techniques to ensure that cells with fewer than 10 observations cannot be identified by manipulating data in adjacent rows, columns or other manipulations of any combination of dissemination materials generated through this P20 WIN Project. Examples of such Data Elements include, but are not limited to geography, age groupings, race / ethnicity, sex, or birth or death rates.

Any person or entity that processes or receives the Resultant Data, and its agents, vendors and independent contractors must be obligated, by written contract, to adhere to the terms of this DSA and agree to follow the data security controls approved in the attached Exhibit A and the E-MOU, prior to being granted access to Resultant Data, and to sign the Confidentiality Agreement, attached as Exhibit C.

G. Release of Information Form and Court Order. Furthermore, prior to accessing any Resultant Data, the Data Recipient will notify the Operating Group of the name, position, organization, email address, and telephone number for all individuals who will have access to the Resultant Data pursuant to this DSA and for additions and/or replacements of persons listed above, attached as Exhibit C. All individuals added to and/or replacing an individual shall complete the JBCSSD Release of Information form and must be granted access to JBCSSD data by Court Order prior to receiving or working with JBCSSD data. The Operating Group will share such information and any future addition/replacements of persons with the Participating Agencies and shall obtain written approval from the Participating Agencies involved in the Data Request that the person(s) (initially and any added) is approved to have access to the Resultant Data before access to the Resultant Data is provided without amending this DSA.

H. Accountability: Unauthorized Access, Use, or Disclosure. The Data Recipient shall take all steps

necessary to prevent any use or disclosure of Resultant Data not authorized by this DSA. The Data Recipient will report any unauthorized access, use or disclosure of the Resultant Data to the Operating Group and to the particular Participating Agencies from which the data originated as soon as learning or upon reasonable belief of the unauthorized access, use, or disclosure. The Data Recipient shall follow the reporting requirements contained in Exhibit A. In the event that the Operating Group determines or has a reasonable belief that the Data Recipient has made or may have made use of or disclosed Resultant Data in a manner that is not authorized by this DSA, the Operating Group may, at its sole discretion, require the Data Recipient to perform one or more of the following, or such other actions as the Operating Group, in its sole discretion, deems appropriate, including but not limited to:

1. Promptly investigate and report to the Operating Group the Data Recipient's determinations regarding any alleged or actual unauthorized access, use, or disclosure;
2. Immediately cease use of and disallow access to the Resultant Data by all Users;
3. Promptly resolve any issues or problems identified by the investigation;
4. Submit a formal response to an allegation of unauthorized access, use, or disclosure;
5. Submit a corrective action plan with steps designed to prevent any future unauthorized access, use, or disclosures; and
6. Return all data or destroy data it has received under this DSA.

The Data Recipient understands that as a result of the Operating Group's determination or reasonable belief that unauthorized access, use, or disclosures have occurred, the Participating Agencies may refuse to release further Data to the Data Recipient for a period of time to be determined by the Participating Agencies.

The Data Recipient acknowledges that if the United States Department of Education's Student Privacy Policy Office determines pursuant to 34 C.F.R. § 99.67 that the Data Recipient has improperly re-disclosed PII from Education Records, the Participating Agencies may not allow the Data Recipient access to PII from Education Records for at least five (5) years.

- I. Data Security Standards. The Data Recipient agrees to maintain and use appropriate administrative, technical and physical security measures to preserve the confidentiality, integrity and availability of all Data received from, or on behalf of the Participating Agencies in compliance with appropriate security standards. The Data Recipient also agrees and acknowledges that it maintains a security program that, at a minimum, complies with the enterprise security specifications provided in the E-MOU. In addition, the Data Recipient agrees that its Users will not store or transmit data on a portable storage device, such as but not limited to a USB flash drive, cell phone, external hard drive or through unencrypted e-mail with the exception of system backup tapes and files. These measures shall be extended by contract between the Data Recipient and all contractors or subcontractors used by the Data Recipient who may encounter Participating Agency's Data.

- J. Security Audit. When requested by a Participating Agency providing Data for the Data Sharing Project, the Data Recipient agrees to permit the Participating Agency, through its agent, employees, or independent contractors, to audit and review all access to and use of the Participating Agency's Data related to this DSA for data security and privacy purposes. The audit and review shall be conducted by Data Recipients security team via Webex or Zoom and shall pertain exclusively to the Data Recipient's data security and confidentiality policies and procedures, and its management of the Participating Agency's Data. The audit and review shall be completed within a time frame mutually agreed upon by the Participating Agency and the Data Recipient, and the Operating Group shall facilitate such audit and review regarding the use of and access to the Participating Agency's Data therein.
- K. Data Security Breach. The Parties agree that any Breach of the confidentiality obligations set for in this DSA may result in the Participating Agency immediately terminating this DSA and/or the cancellation of the Data Recipient's ability or access to continue using the Participating Agency's Data. Furthermore, the Parties agree that costs for remediation of the Breach will be determined subject to the policies and procedures approved by the Data Governing Board. The Data Recipient agrees to notify the Operating Group by email and by telephone of any potential or actual Breach involving the Participating Agency's Data within twenty-four (24) hours of the Data Recipient confirming or suspecting such Breach. The Data Recipient shall investigate any such Breach and take all necessary steps to eliminate or contain the exposures that led to such Breach. The Data Recipient will provide the Participating Agency and the Operating Group with a written report within five (5) business days of the occurrence of any Breach, detailing mitigation steps taken by the Data Recipient in response to such Breach. For any Breach involving the Participating Agency's Data, the Data Recipient shall at the Participating Agency's sole discretion: (a) either undertake remediation efforts at its sole expense or reimburse the Participating Agency for its reasonable costs and expenses in connection with taking the remediation efforts, and (b) ensure that the plan associated with such remediation efforts includes components aimed at preventing the recurrence of the same type of Breach.
- L. Project Reporting Requirements.
1. Copyright of Data. Neither Data Recipient nor any of its employees shall copyright Data or other information obtained from a Participating Agency under this DSA, unless expressly previously authorized by the Participating Agency.
  2. Pre-Publication Data Review. Data Recipients are required to share P20 WIN Project Data findings with the Operating Group at a minimum of ten (10) business days prior to any release beyond the list of Users identified in Section VI, above. The Operating Group shall secure written confirmation from the Participating Agencies that Data are properly aggregated for release, Data are labeled correctly, that confidential Data are not disclosed, and that Data are consistent with the requirements in Section V.D.2. The Participating Agencies can request prior review of specific dissemination materials (e.g. presentations, publications) from the Data Recipient.
  3. Project Acknowledgement. All publicly released materials resulting from the P20 WIN

Project referenced in this DSA shall include the following acknowledgement:

“This work would not be possible without data provided by the P20 WIN participating agencies. The findings do not necessarily reflect the opinions of the State of Connecticut or the organizations and agencies contributing data.”

4. Final Publication. Subsequent to the Pre-Publication Data Review, the Data Recipient shall provide the Operating Group with an electronic copy of all published work resulting from the P20 WIN Project associated with this DSA within thirty (30) days of publication.

- M. Data Retention and Destruction. The Data Recipient agrees to destroy all Resultant Data and any derived data not approved for release according to Section N., by the Project End Date, stated in Section XXI below, in accordance with the methods established by the “Guidance to Render Unsecured Protected Health Information Unusable, Unreadable, or Indecipherable to Unauthorized Individuals,” as established by the United States Department of Health and Human Services (HHS). The Data Recipient may request an extension of the Data Retention Period by submitting a written request that includes a justification to the Operating Group. The Data Recipient agrees to submit any extension request at least thirty (30) days prior to the P20 WIN Project End Date.

No later than the Project End Date (as defined in Section XXI below), when retention of the Resultant Data is no longer justified, the Data Recipient agrees to destroy the Resultant Data and send a completed “Certification of Project Completion and Destruction or Retention of Data” form, which is attached hereto and incorporated herein as Exhibit F, to the Operating Group. The Data Recipient agrees not to retain any Resultant Data, or any parts thereof, or any derivative files that can be used in concert with other information or data sets after the aforementioned file(s) and the data are destroyed unless all of the Participating Agencies grant written authorization. The Data Recipient acknowledges that such date for retention of Resultant Data is not contingent upon action by the Data Integration Hub.

Since certain JBCSSD Data maintained and shared under the terms of this DSA cannot be disclosed without a Court Order (a copy of which is attached as Exhibit G), the Data Recipient agrees: (1) not to access any JBCSSD data, files, records, computers, or systems not reasonably related to conducting the Data Sharing Project; and (2) not to advertise for sale, sell, rent, or disclose in any form or use any JBCSSD data obtained from or by the work performed pursuant to the Data Sharing Project, except as reasonably necessary to conduct the Data Sharing Project.

Except as required by law, regulation or Court Order with regard to protocol review, the Data Recipient shall not make known to any person or entity any information which could reasonably identify any client or any other individual whose information was obtained in the performance of this DSA.

- N. Data Recipient shall not make any copies of the Data provided by any of the Participating

Agencies. Data Recipient expressly agrees that no portion of the work related to this Data Sharing Project shall be subcontracted to any third party for any reason unless Data Recipient obtains prior written consent of each Participating Agency.

- O. Data Recipient shall act in independent capacity and not as officers or employees of the State of Connecticut or of JBCSSD.
- P. Business Associate of DSS. The Data Recipient will be receiving protected health information from DSS and therefore agrees to be a Business Associate of DSS under HIPAA and agrees to the terms listed in Exhibit I.
- Q. Indemnification.
  - 1. If the Data Recipient is not a State of Connecticut agency or institution, Data Recipient shall indemnify, defend and hold harmless the State of Connecticut and JBCSSD, their respective officers, representatives, agents, servants, employees, successors, and assigns from and against any and all a claims arising directly or indirectly, or in connection with this DSA, including but not limited to the negligent acts or commission or omission (collectively the "Acts") of the Data Recipient or anyone else acting on behalf of the Data Recipient pursuant to this DSA, whether or not the claims are successful; and b. liabilities, damages, losses and expenses, including but not limited to attorneys' and professionals' fees, arising, directly or indirectly, in connection with claims, ACTs or the DSA. Data Recipient shall use counsel reasonably acceptable to the State in carrying out their indemnification and hold harmless obligations under this DSA. The obligations of the Data Recipient under this section to indemnify, defend and hold harmless against claims and Acts includes but is not limited to claims and Acts concerning confidentiality of any part or any of any records, and intellectual property rights, other proprietary rights of any person or entity, copyrighted or un-copyrighted compositions, secret processes, patented or un-patented inventions, articles or appliances furnished or used in the performance of this DSA.
  - 2. Data Recipient shall reimburse the State for any and all damages to the real or personal property of the State caused by the Acts of the Data Recipient or anyone else acting on behalf of the Data Recipient pursuant to this Agreement. The State shall give the Data Recipient reasonable notice of any such claims.
  - 3. The duties of the Data Recipient under this Section shall remain fully in effect and be binding in accordance with the terms and conditions of this DSA, without being lessened or compromised in any way, even where the Data Recipient, or anyone else acting on behalf of the Data Recipient pursuant to this DSA, are alleged or are found to have merely contributed in part to the Acts giving rise to the claims and/or where the State is alleged or is found to have contributed to the Acts giving rise to the claims.
  - 4. Data Recipient shall carry and maintain at all times during the term of this DSA, and during the time that any sections survive the term of this DSA, sufficient general liability insurance to satisfy their obligations under this DSA. Data Recipient shall provide copies of the policies to the Operating Group prior to the effective date of the DSA. Data Recipient shall not begin performance until the delivery of the policy to the Operating Group. The State of Connecticut and JBCSSD shall be listed as additional insureds on the insurance policies and must receive written notice of termination of the policies no later than ten (10) days prior to the expiration

or termination of the policies. Insurers must agree to waive sovereign immunity as a defense to the limits of the policies.

5. The rights provided in this section for the benefit of the State shall compass the recovery of attorneys' and other professionals' fees expended in pursuing a claim against a third party.
6. This section shall survive the termination, cancellation or expiration of this DSA, and shall not be limited by reason of any insurance coverage.

#### **IX. MODIFICATION; ASSIGNMENT; ENTIRE AGREEMENT**

This DSA may not be modified except by written agreement of the Parties. This DSA may not be assigned or transferred without the Parties' prior written consent. Subject to the foregoing, this DSA will be binding upon and inure to the benefit of, and be enforceable by, the Parties and their successors and assigns. Notwithstanding anything to the contrary, each Party has the right to disclose the terms and conditions of this DSA to the extent necessary to establish rights or enforce obligations under this DSA.

#### **X. NO FURTHER OBLIGATIONS**

The Parties do not intend that any agency or partnership relationship be created by this DSA. No Party has any obligation to provide any services using or incorporating the Data unless the Participating Agency(ies) agree and approves such obligation by written amendment to this DSA pursuant to the terms of the E-MOU. Nothing in this DSA obligates the Participating Agencies to enter into any further agreement or arrangements related to the disclosure of information or Data. If any provision of this DSA is held to be illegal, invalid, or unenforceable under any laws, rules and regulations, such provision shall be fully severable. This DSA shall be construed and enforced as if such illegal, invalid, or unenforceable provision had never compromised a part hereof, and the remaining provisions shall remain in full force and effect, unaffected by such severance; provided that the illegal, invalid, or unenforceable provisions are not materials to the overall purposes and operation of this DSA.

#### **XI. FREEDOM OF INFORMATION ACT REQUESTS**

In accordance with P.A. 24-81 § 99, any person requesting state agency data, records or files that have been shared by a state agency pursuant to any statute, regulation, data sharing agreement, memorandum of agreement or understanding or court order, including, but not limited to, a request made pursuant to the Freedom of Information Act, as defined in section 1-200 of the general statutes, shall direct such request to the originating state agency. Notwithstanding the provisions of chapter 14 of the general statutes, if Data Recipient receives a request for data, records or files, Data Recipient shall promptly refer such request to the state agency from which such data, records or files originated, and notify, in writing, the person who submitted the request for such data, records or files that such request has been referred to the originating state agency.

#### **XII. COMPLIANCE WITH LAW AND POLICY; FACILITY STANDARDS; APPLICABLE LAW**

The Parties agree to comply with all applicable Federal and State laws and regulations in connection with this DSA. The Parties agree that this DSA shall be governed by the laws of the State of Connecticut, without

application of conflict of laws principles. Applicable local, state and federal licensing, zoning, building, health, fire and safety regulations or ordinances, as well as standards and criteria of pertinent state and federal authorities. Unless otherwise provided by law, the Data Recipient is not relieved of compliance while formally contesting the authority to require such standards, regulations, statutes, ordinances or criteria.

### **XIII. NON-ENFORCEMENT NOT TO CONSTITUTE WAIVER**

No waiver of any Agreement Breach of this DSA shall be interpreted or deemed to be a waiver of any other or subsequent Agreement Breach. All remedies afforded in this DSA shall be taken and construed as cumulative; that is, in addition to every other remedy provided in this DSA or at law or in equity. A Party's failure to insist on strict performance of any section of the DSA shall only be deemed to be a waiver of rights and remedies concerning that specific instance of performance and shall not be deemed to be a waiver of any subsequent rights, remedies or Agreement Breach.

### **XIV. LITIGATION**

Data Recipient shall require that all Data Recipient parties disclose to the best of their knowledge, any claims involving the Data Recipient that might reasonably be expected to materially adversely affect their businesses, operations, assets, properties, financial stability, business prospects or ability to perform fully under the DSA, no later than ten (10) days after becoming aware or after they should have become aware of any such claims. Disclosure shall be in writing.

Data Recipient shall provide written notice to the Operating Group of any final decision by any tribunal or state or federal agency or court which is adverse to the Data Recipient or which results in a settlement, compromise or claim or agreement of any kind for any action or proceeding brought against the Data Recipient or their employees or agents under the American with Disabilities Act of 1990 as revised or amended from time to time, Executive Orders Nos. 3 and 17 of Governor Thomas J. Meskill and any other requirements of federal or state law concerning equal employment opportunities or nondiscriminatory practices.

### **XV. SOVEREIGN IMMUNITY**

Nothing in this E-MOU waives the State of Connecticut's sovereign immunity from suit and all of the protections under sovereign immunity. Data Recipient acknowledges and agrees that nothing in this DSA shall be construed as a modification, compromise, or waiver by the State of any rights or defenses or any immunities provided by federal law or the laws of the State of Connecticut to the State or any of its officers and employees, which they may have had, now have or will have with respect to all matters arising out of this DSA. To the extent that this Sections conflicts with any other Section, this Section shall govern.

### **XVI. NO WARRANTY OF RESULTS**

Data Recipient makes no warranties or representations, express or implied, of any kind or nature, including without limitation, any warranties of (a) merchantability of any of the Results; (b) fitness for a particular purpose of any of the results; (c) practicality of any of the results; (d) application of any of the results to any particular uses or purposes; or (e) consistency of the results with any state or federal program, policy or initiative.

#### **XVII. CHOICE OF LAW AND FORUM, SETTLEMENT OF CLAIMS, CLAIMS AGAINST THE STATE**

- A. This DSA shall be deemed to have been made in the City of Hartford, State of Connecticut. The Parties agree that it is fair and reasonable for the validity and construction of the DSA to be, and it shall be, governed by the laws and court decisions of the State of Connecticut, without giving effect to its principles of conflicts of laws. To the extent that any immunities provided by federal law or the laws of the State of Connecticut do not bar an action against the State, and to the extent that these courts are courts of competent jurisdiction, for the purpose of venue, the complaint shall be made returnable to the JBCSSD District of Hartford only or be brought in the United States District Court for the District of Connecticut only, and shall not be transferred to any other court, provided, however, that nothing here constitutes a waiver or compromise of the sovereign immunity of the State of Connecticut. Data Recipient waives any objection which it may now have or will have to the laying of venue of any claims in any forum and further irrevocably submits to such jurisdiction in any suit, action or proceeding.
- B. Any dispute concerning the interpretation or application of this DSA shall be decided by the Participating Agencies' executives or designees whose decision shall be final, subject to any rights the Data Recipient may have pursuant to state law. In appealing a dispute to the Participating Agencies' executives pursuant to this section, the Data Recipient shall be afforded an opportunity to be heard and the Participating Agencies shall proceed diligently with the performance of this DSA.
- C. Data Recipient agrees that the sole and exclusive means for the presentation of any claim against the State arising from this DSA shall be in accordance with Title 4, Chapter 53 of the Connecticut General Statutes (Claims Against the State), and the Data Recipient further agrees not to initiate legal proceedings, except as authorized by that Chapter, in any state or federal court in addition to or in lieu of said Chapter 53 proceedings.

#### **XVIII. NONDISCRIMINATION**

The Parties agree, as required by sections 4a-60 and 4a-60a of the Connecticut General Statutes, not to discriminate against any person on the basis of race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, sexual orientation, status as a veteran, status as a victim of domestic violence, intellectual disability, mental disability or physical disability, including, but not limited to blindness, unless it is shown by such Party that such disability prevents performance of the work involved. Each Party agrees to comply with all applicable federal and State of Connecticut nondiscrimination and affirmative action laws, including but not limited to section 4a-60 and 4a-60a of the Connecticut General Statutes.



## **XIX. SEVERABILITY**

If any provision of this DSA shall be held invalid by any court of competent jurisdiction, such holding shall not invalidate any other provision hereof.

## **XX. COUNTERPARTS**

This DSA may be executed in multiple counterparts, each one of which when so executed, shall in a digital scan or image constitute a valid and binding original.

## **XXI. TERM**

The term of this DSA is from Effective Date to 12/31/2025 (the "Project End Date"). A Party may terminate this DSA upon sixty (60) days' written notice to the other Parties, unless terminated earlier pursuant to Data Breach terms herein. The terms of this DSA that by their nature are intended to survive termination will survive any such termination as to Data provided, and performance of this DSA, prior to the date of termination, including Sections I through Sections XV. Any Participating Agency may terminate this Agreement in whole or in part whenever the Participating Agency makes a determination that such termination is in the best interest of the State. Participating Agency may immediately terminate or cancel this DSA in the event that the Data Recipient becomes financially unstable to the point of threatening its ability to conduct the Data Sharing Project as required under this DSA, ceases to conduct business in the normal course, makes a general assignment for the benefit of creditors, or suffers or permits the appointment of a receiver for its business or its assets.

Furthermore, if JBCSSD determines in its sole discretion that the health and welfare of the clients or public safety is being adversely affected, JBCSSD may immediately suspend in whole or in part this DSA without prior notice and take any action that it deems to be necessary or appropriate for the benefit of the clients or public safety. JBCSSD shall notify the Parties of the specific reason for taking such action in writing within five (5) Days of immediate suspension. Within five (5) Days of receipt of this notice, the Data Recipient may request in writing a meeting with the Executive Head of JBCSSD or designee. Any such meeting shall be held within five (5) Days of the written request, or such later time as is mutually agreeable to the Parties. At the meeting, the Data Recipient shall be given an opportunity to present information on why JBCSSD's actions should be reversed or modified. Within five (5) Days of such meeting, JBCSSD shall notify the Data Recipient in writing of its decision upholding, reversing or modifying the action of JBCSSD. This action of the State Party Head or designee shall be considered final.

If not an immediate suspension, JBCSSD shall notify the other Participating Agency(ies) and the Data Recipient in writing, which shall specify the effective date of termination and the extent to which the Data Recipient must complete or immediately cease performance. Such notice of termination shall be sent in accordance with the notice provision of this DSA. Upon receiving the notice from the Participating Agency, the Data Recipient shall immediately discontinue all activities affected in accordance with the notice, undertake all reasonable and necessary efforts to mitigate any losses or damages, and deliver to the Operating Group all records, unless otherwise instructed by the Operating Group in writing, and take all actions that are necessary or appropriate, or that the Operating Group may reasonably direct, for the protection of clients and preservation of any and all property. Such records are deemed to be the property of the Participating Agencies, and the Data Recipient shall deliver them to the Operating Group no later

than thirty (30) days after the termination of this DSA or fifteen (15) days after the Data Recipient receives a written request from a Participating Agency for the specified records, whichever is less. Data Recipient shall deliver such data that exist in electronic, magnetic or other tangible form in a non-proprietary format, such as, but not limited to ASCII or .TXT and certify that it has delivered all such records and has not retained any such records in any format.

In addition, if any Participating Agency believes that the Data Recipient has not performed according to this DSA, a Participating Agency may:

1. Temporarily discontinue all or part of the assistance to be provided to the Data Recipient under this DSA;
2. Permanently discontinue all or part of the assistance to be provided to the Data Recipient under this DSA;
3. Deny future requests from the Data Recipient;
4. Permanently remove specified individuals associated with the Data Recipient who have violated DSA provisions;
5. Prohibit specific individuals from future participation in other projects which involve the Participating Agency data;
6. Assign appropriate Participating Agency personnel to monitor the performance of the Data Recipient under this DSA until such time as the Breach has been corrected to the satisfaction of the Participating Agency;
7. Take such other actions of any nature whatsoever as may be deemed appropriate for the best interests of the State or a client or both; or
8. Any combination of the above actions.

## **XXII. REPRESENTATIVES**

The contacts for purposes of this Agreement are:

### **For Department of Labor:**

Name: Patrick Flaherty

Title: Director of Research and Information  
Contact Information

Email: [Patrick.Flaherty@ct.gov](mailto:Patrick.Flaherty@ct.gov)

### **For Department of Education:**

Name: Ajit Gopalakrishnan

Title: Chief Performance Officer  
Contact Information

Email: [Ajit.Gopalakrishnan@ct.gov](mailto:Ajit.Gopalakrishnan@ct.gov)

### **For Department of Children and Families:**

Name: Fred North

Title: Program Director, Strategic Planning  
Contact Information

Email: [Fred.North@ct.gov](mailto:Fred.North@ct.gov)

### **For Department of Mental Health Addiction Services:**

Name: Michael Giralmo

Title: Chief Quality & Data Officer  
Contact Information

Email: [michael.girlamo@ct.gov](mailto:michael.girlamo@ct.gov)

### **For Department of Social Services:**

Name: Susan Smith

Title: Director, BI & Analytics  
Contact Information

Email: [susan.smith@ct.gov](mailto:susan.smith@ct.gov)

### **For CT Coalition to End Homelessness**

Name: Sarah Fox

Title: Chief Executive Officer  
Contact Information

Email: [sfox@cceh.org](mailto:sfox@cceh.org)

### **For Judicial Branch Court Support Services Division:**

Name: Bryan Sperry

Title: Deputy Director  
Contact Information

Email: [Bryan.Sperry@jud.ct.gov](mailto:Bryan.Sperry@jud.ct.gov)

### **For CT Technical Education and Career Systems:**

Name: Joe Campbell

Title: Education Consultant  
Contact Information

Email: [Joe.Campbell@cttech.org](mailto:Joe.Campbell@cttech.org)

### **For Department of Correction:**

Name: Jason Gaudet

Title: Counselor Supervisor  
Contact Information

Email: [jason.gaudet@ct.gov](mailto:jason.gaudet@ct.gov)

### **For Office of Policy and Management:**

Name: Rachel Leventhal-Weiner

Title: Dir. Research & Evaluation  
Contact Information

Email: [rachel.leventhal-weiner@ct.gov](mailto:rachel.leventhal-weiner@ct.gov)

### **For Data Recipient Boston Consulting Group**

Name: Lane McBride

Title: Managing Director and Senior Partner  
Contact Information:

[mcbride.lane@bcg.com](mailto:mcbride.lane@bcg.com) 571.334.7171

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**IN WITNESS WHEREOF**, the undersigned have executed this Data Sharing Agreement as of the Effective Date.

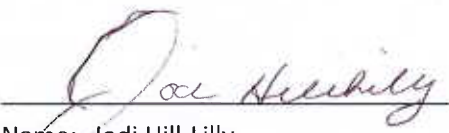
**For Department of Labor**

By: \_\_\_\_\_  
Name: Danté Bartolomeo  
Title: Commissioner  
Date:

**For Department of Education**

By: \_\_\_\_\_  
Name: Charlene Russell-Tucker  
Title: Commissioner  
Date:

**For Department of Children and Families**

By: \_\_\_\_\_  
Name: Jodi Hill-Lilly  
Title: Commissioner  
Date: 10/17/24

**For Department of Mental Health and  
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By: \_\_\_\_\_  
Name: Nancy Navarretta  
Title: Commissioner  
Date:

**For CT Coalition to End Homelessness**

By: \_\_\_\_\_  
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By: \_\_\_\_\_  
Name: Angel Quiros  
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Date:

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Division**

By: \_\_\_\_\_  
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Title: Executive Director  
Date:

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Officer Date: Oct 01, 2024

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Name: Charlene Russell-Tucker  
Title: Commissioner  
Date:

Digitally signed by Charlene M. Russell-Tucker  
DN: cn=Charlene M. Russell-Tucker, o=CT State  
Department of Education, ou=Commissioner's Office,  
email=charlene.russell-tucker@ct.gov, c=US  
Date: 2024.10.03 15:34:48 -0400

**For Department of Children and Families**

By: \_\_\_\_\_  
Name: Jodi Hill-Lilly  
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Date: 10/2/2024

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Title: Executive Director  
Date: 10-21-2024

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**For Department of Labor**

By:   
Name: Danté Bartolomeo  
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Date: 10/3/24

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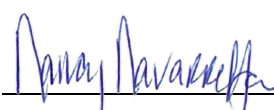
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By:  \_\_\_\_\_  
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Title: Commissioner  
Date: 9/26/24

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Name: Gary A. Roberge  
Title: Executive Director  
Date:

**For CT Technical Education and Career Systems**

By:  \_\_\_\_\_

Name: Ellen Solek

Title: Executive Director

Date: 10/25/24

**For Office of Policy and Management**

By: \_\_\_\_\_

Name: Jeffrey Beckham

Title: Secretary

Date:

**For Boston Consulting Group:**

By: \_\_\_\_\_

Name: Lane McBride

Title: Managing Director and Senior Partner

Date:

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Name: Jeffrey Beckham

Title: Secretary

Date: 10/28/24

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By: \_\_\_\_\_

Name: Lane McBride

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**For Department of Social Services**

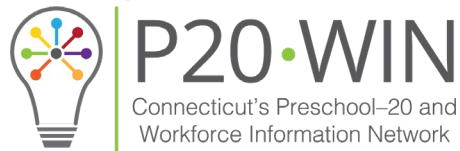
By: Andrea Barton Reeves Digitally signed by Andrea Barton Reeves  
Date: 2024.11.14 09:48:07 -05'00'  
Name: Andrea Barton-Reeves  
Title: Commissioner  
Date: 11/14/24

**For Department of Correction**

By: \_\_\_\_\_  
Name: Angel Quiros  
Title: Commissioner  
Date:

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Division**

By: \_\_\_\_\_  
Name: Gary A. Roberge  
Title: Executive Director  
Date:



**SECTION 1 – GENERAL INFORMATION (To be completed by data requestor)**

1. Application Submission Date: 9/20/2024
2. Project Name: Disconnected Youth in Connecticut
3. Type of Project: Recurring
- 3.a Frequency of request if recurring: Annual (*BCG, CTOP to support capacity building for 2024*)
4. Contact information (name / title / organization or entity / email / phone): Rachel Leventhal-Weiner / Director of Evaluation and Impact / Connecticut Office of Policy & Management (OPM) / [rachel.leventhal-weiner@ct.gov](mailto:rachel.leventhal-weiner@ct.gov) / 8604186262; Lane McBride/ Managing Director and Senior Partner / Boston Consulting Group (BCG) / [mcbride.lane@bcg.com](mailto:mcbride.lane@bcg.com) / 3016647433
5. Requested delivery date: 9/23/2024 (to DOL for matching); 9/27/2024 (to BCG for analysis)

**SECTION 2 – SCOPE OF DATA SHARING PROJECT (To be completed by data requestor with participating agency review)**

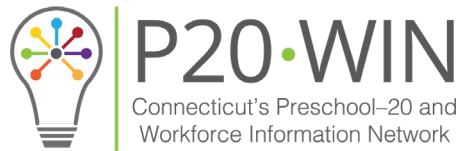
1. What is the proposed data sharing project?

On May 21, 2024, the State of Connecticut passed PA 24-45 “An Act Concerning Education Mandate Relief, Schools Discipline and Disconnected Youth.” §§ 21 & 22 — DISCONNECTED YOUTH specifically “requires the P20 WIN Executive Board to submit a report on disconnected youth annually beginning by January 1, 2025... In developing the report, the board must use the data model established through the data-sharing agreement 0043 regarding Research on At-Risk and Disconnected Youth in Connecticut.”

To help meet this statutory requirement in a timely manner and given their institutional knowledge from developing the 2023 report, the P20 WIN Executive Board has asked the Boston Consulting Group (BCG) to partner in developing the 2024 Annual Report on Disconnected Youth in Connecticut. The proposed data project aims to refresh the analysis conducted in October 2023 “Connecticut’s Unspoken Crisis” to update understanding of the situation of young people (ages 14 to 26) who have been at-risk of disconnection or disconnected from school, work, and/or pro-social institutions in the State of Connecticut.

In alignment with statutory requirements, a key outcome of this work is a refreshed understanding of the number and composition of disconnected and at-risk youth, consistent with the definitions & models used in the 2023 report, which also utilized data from P20 WIN participating agencies. In particular, the 2024 report will take form of a concise 8 to 10 page public-facing “fact-pack” that recreates core analysis from the 2023 report, which included descriptive analysis of total count, demographic and geographical concentration of disconnected youth as well as the channels, pathways, and other factors that may be associated with at-risk and disconnected young people’s academic and employment journeys.





This refresh will build on and add to the 2023 analysis, including extending the longitudinal analysis (e.g., adding years) and adding descriptive analysis where feasible and of substantial value (e.g., leveraging new DSS and judicial branch data if available to re-examine channels, pathways, and other factors associated with being at-risk of disconnection and disconnection).

## 2. What is the purpose of the data sharing project?

Our research aims to refresh the 2023 count of at-risk and disconnected youth in Connecticut and descriptive analysis of key channels, pathways, and other factors associated with young people's engagement (or lack thereof) in pro-social educational and employment institutions.

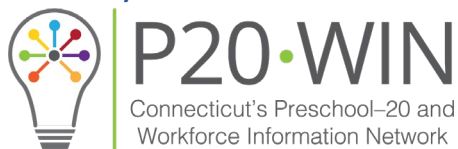
In addition to supporting P20 WIN to meet the statutory requirement as outlined in PA 24-45, it is critical to maintain an up-to-date understanding of young people who have been at-risk of disconnection or disconnected from prosocial institutions and to identify the demographic and geographical profiles of these populations in order to better understand how to serve their needs. At-risk and disconnection are thus terms used to refer to the current *status* of a young person, versus a permanent characteristic of that individual.<sup>1</sup>

This research project will address 2 main objectives, each with their own set of research questions:

1. Refresh our understanding of “at-risk” and “disconnected” young people in Connecticut
  - a. How many young people between ages 14 and 26 are at-risk or disconnected from education and employment institutions today? How has this changed over time?
  - b. What are the demographic characteristics that describe these populations? What are the intersectionalities?
  - c. Where are there disproportionate shares of disconnected and at-risk young people, relative to the size of local young people populations? (geographically)
  - d. What are the current education and employment outcomes for these young people in Connecticut? How do these outcomes differ based on educational & training pathways they followed?
  - e. What are the rates of incarceration and/ or involuntary commitment (e.g., detention, etc.) within these populations?
  - f. How does overall contact with the criminal justice system vary across the age spectrum?
2. Examine channels, pathways, and other factors associated with individuals' academic and employment journeys
  - h. What are the channels, pathways, and other factors associated with being at-risk and disconnected?

---

<sup>1</sup> 1 Disengaged Youth (US Census Bureau, 2020); Examining Disengaged Youth in Cuyahoga County (The Center for Community Solutions, 2018); Identify students at risk of disengaging (Victoria State Government, 2019); Our Young People (Ernst & Young, 2016); Disconnected Geography: A Spatial Analysis of Disconnected Youth in the United States (University of North Carolina, 2016); Out-of-School Males of Color (CLASP, 2012); Disconnected/Opportunity Youth (Maryland Governor's Office for Children, 2015); Disconnected Youth: A Look at 16 to 24 Year Olds Who Are Not Working or In School (Congress Research Service, 2015)



- i. Where and when are these students falling off-track / becoming at-risk?
- j. Is there an observable relationship between the degree (and type) of contact with the criminal justice system and the experience of going from at-risk to disconnected?

As reinforced through findings in the 2023 report, research objective 2 represents an important build on the existing body of literature. We hope that our current analysis can help to illustrate how those varied forces have influenced at-risk and disconnected young people and their lived experiences.

The ultimate goal of this effort is to provide transparency and maintain awareness of the issue of at-risk and disconnected youth, to inform policies, programs, etc. that serve to reconnect at-risk and disconnected young people with education and employment systems in a way that positively impacts long-term life outcomes.

Through the course of the P20 WIN data request process in 2023, we received additional questions about the data elements we're requesting. As a recall, we have included below the articulation of our research objectives with a more detailed rationale for the data requests.

#### JB-CSSD and DOC

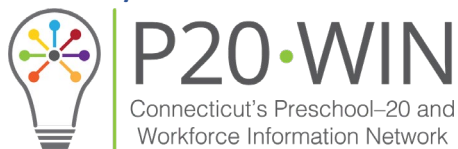
We believe that the incorporation of judicial branch data into our research will enable a deeper understanding of the lived experience of at-risk and disconnected young people and the factors that may contribute to being at-risk and disconnection. We understand that the Judicial Branch's Court Support Services Division (JBCSSD) and Department of Correction (DOC) have joined P20 WIN since our last report. We would like to request the integration of this dataset to better address the questions outlined under each research objective above.

#### SDE

For SDE, discipline, special education, and test score data are particularly important to our study, because all 3 data categories are associated in the research literature with student success outcomes we care about, such as high school completion and post-secondary enrollment (which are indicators we use to help define at-risk and disconnected).<sup>2</sup> Without attempting to infer causation, we would like to understand whether these associations hold true in Connecticut, and to what extent. We hope to leverage the analysis to identify channels, pathways, and other factors that may be associated with student success, being at-risk, and disconnection.

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<sup>2</sup> "School Discipline Linked to Later Consequences" (Boudreau, 2019); "Discipline Discussions: The Impact and Harm of Exclusionary Discipline" (Office of Special Education and Rehabilitative Services – US Department of Education, 2022); "Predictors of Postsecondary Success" (American Institutes for Research, 2013)



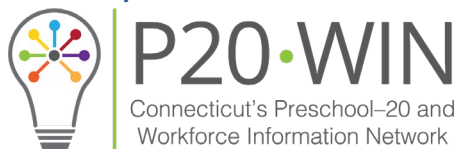
Tactically, we also intend to conduct various, first-order analyses to better understand the context of at-risk and disconnected young people, including:

- What % of young people have been suspended (an indicator we use to define at-risk young people)? And what % of at-risk and disconnected young people were identified as such because of their suspensions?
- What % of young people were in special education? And what % of at-risk and disconnected young people were placed in special education, and when?
- How does the above differ across demographic segments, including sex/gender, race/ethnicity, age, and geographic distribution?
- How have the above trends changed over time (e.g., impact of COVID-19 pandemic)?

Beyond discipline, special education, and test scores, we've also summarized below our rationale for the other SDE data categories in our data request:

- Adult education: we would like to know who participated in what type(s) of adult education programming (incl. workforce development programs), and when; helps hone our indicator of engagement (vs. being at-risk or disconnection)
- Courses: we would like to know the number of courses enrolled, how many of those were successfully completed vs not, and ideally what courses were taken; credit accumulation helps with understanding academic progression of student, and course failures specifically are an indicator we use to measure being at-risk in school
- Graduation: we would like to know which students graduated from high school and when / how long it took to graduate; identifying students who were unable to graduate from HS is an indicator we use to measure at-risk and disconnection
- Organization: we would like to know what type of school and which district students were enrolled in; this helps with our baseline understanding, as well as specific analyses around studying the geographic distribution of at-risk and disconnected youth, as well as studying mobility (i.e., students who transfer across schools and districts)
- NSC college enrollment: we would like to know whether students enrolled in a post-secondary educational institution, what type they enrolled in (public vs. private, 2 vs. 4-year), if they graduated (and how long it took), and what they studied (could inform workforce trends); serves as an indicator of engagement and student success
- Student: we would like to know the various characteristics of students - both demographic and otherwise - to analyze how many are at-risk or disconnected within sub-groups, enabling us to develop recommendations for re-engagement

*More details on the academic literature forming the basis of our inquiry:*



*There are vast academic literatures that explore the relationships between school-based measures—such as performance on formative and summative assessments, disciplinary infractions, attendance, and a still nascent but growing effort to quantify non-cognitive skills—and later life outcomes—such as postsecondary enrollment, educational attainment, wages, health, and happiness. In building a comprehensive student longitudinal data system across Connecticut, it is critical to plug into these literatures and perform descriptive analyses on educational, social service, and other inter-agency datasets to diagnose statewide gaps and move toward data-driven solutions. In the following we briefly cite seminal work to illustrate the connection between these measures and outcomes of significance, thereby underscoring the value in obtaining this data from Connecticut agencies.*

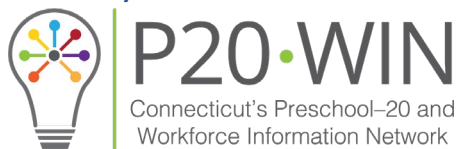
**Suspensions.** Using data from Charlotte-Mecklenburg schools, [Bacher-Hicks et al. \(2019\)](#) find that students assigned to high-suspension schools are more likely to be arrested and incarcerated later in life, and less likely to attend a four-year college. Male minority students are most likely to be affected by these negative outcomes. Furthermore, in a statewide analysis of North Carolina data, [Gilleskie & Li \(2022\)](#) find racial differences in the type of offenses for which students are suspended, while economically disadvantaged students are more likely to be suspended across all types of offenses.

**Special education.** A 2016 report found that 34% of at-risk and disconnected young people are students with disabilities or English language learners. That same year, [Chesmore et al. \(2016\)](#) investigated the relationship between childhood placement in special education and adult well-being using longitudinal data from Chicago. The authors found that after controlling for demographic factors and early academic achievement, children receiving special education services tended to have lower rates of high school completion and fewer years of education, as well as greater rates of incarceration, substance misuse, and depression. And in [two recent studies](#), [Ballis & Heath \(2021\)](#) identified the impacts of special education by studying the effects of a Texas policy enacted in 2005. Their results suggest that appropriate special education classification is key to ensuring positive long-run outcomes.

### DMHAS

We believe DMHAS data is essential to our study. We recognize that DMHAS data only captures state mental health and addiction services and excludes data on private providers and municipal services. Furthermore, we understand that there are limitations regarding what implications we can / should draw from data on individuals receiving DMHAS services. On a more philosophical level, we also recognize that an individual receiving DMHAS services does not define who they are, and we are particularly interested in exploring the multi-dimensionality of young people by looking at data across agencies.

That said, we remain interested in exploring questions that are possible to investigate even with the above limitations and context. We are most interested in understanding which individuals are accessing DMHAS services, and when and where they are accessing them, because this will help us see to what



extent DMHAS is connecting with young people that have few other connections to the State, an important insight as we consider channels for re-engagement. It will also be informative to understand such questions as, of those receiving DMHAS services, what % are in school vs. out of school, and what % are employed by a salaried job vs. not. This approach of conducting analyses just among those who receive DMHAS services will enable us to generate helpful insight despite the fact that the DMHAS data does not comprehensively capture the mental health services offering in CT.

Tactically, we would use the data variables to understand the following:

- How has the number of young people accessing DMHAS services changed over time?
- How has the nature of mental health and substance use challenges young people are facing changed over time? What about the nature of services being accessed?
- How have the demographic profiles of young people accessing services provided by / funded through DMHAS changed over time?
- How has the geographic distribution of service delivery changed over time?
- How does the distribution of DMHAS services compare with the distribution of at-risk and disconnected populations in the state?

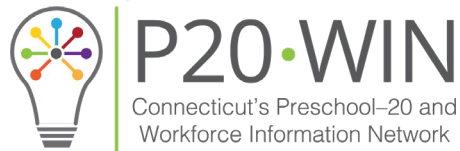
We recognize that DMHAS data will not be available via this request for any individuals while they are 17 and younger as they would receive mental health and substance use treatment services from Department of Children and Families (DCF).

*More details on the academic literature forming the basis of our inquiry:*

*The pandemic highlighted and exacerbated the mental health problems that impact millions of Americans every day, while the opioid epidemic, despite pockets of progress, continues unabated in large swaths of the country. [According to data tracked by Mental Health America](#), the number of people who took an online mental health screen in 2021 reached 5.4m, an increase of nearly 5x since 2019.*

*Meanwhile, since 2012, there has been a [gradual but significant yearly increase](#) in the number of unintentional drug overdose deaths in Connecticut, resulting in a total of nearly 10k deaths. [Coombs et al. \(2021\)](#) report that sufficient healthcare access helps lead to positive long-term health outcomes, but find that providing adequate mental healthcare is especially difficult, due to “lingering social stigmas and scarcity of services.” Indeed, prior to the pandemic, in 2018, the inaugural [America’s Mental Health](#) report found that American mental health services are insufficient, and—despite high demand—lack of access or the ability to find care are the primary causes.*

*Of course, addressing these crises requires not only diagnosis but also action, as access to mental health services for those in need can have profound educational and labor market outcomes. [Lyon et al. \(2013\)](#), for instance, find that school-based mental health services are able to explicitly target behaviors and*



*symptoms that affect school functioning, thereby improving academic outcomes. Drawing from the NLSY79, [Germinario et al. \(2021\)](#) find that going from having little to no to severe depressive symptoms reduces employment by 3–18% and earnings by 11–44%.*

*These and other data, from surveys and longitudinal analyses alike, demonstrate the imperative of keeping and using rigorous data on those individuals who require state-provided mental health and addiction services. Policymakers and researchers can leverage this data to decipher trends and best practices in order to increase access and benefit individuals and families across the state.*

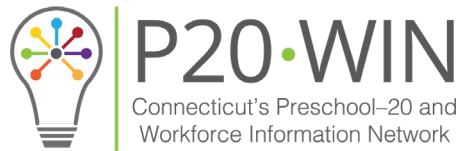
### DSS

For DSS, we hope to identify the assets and resources available to youth who are considered at-risk or disconnected. Youth who are receiving services/benefits through DSS, including but not limited to SNAP, TANF, Medicaid and Husky, may be considered at-risk or disconnected at higher rates than youth not receiving these services/benefits. In addition, we are interested in understanding where youth considered at-risk or disconnected based on factors like chronic absenteeism or engagement with juvenile justice may not be connected to DSS programs and supports. Integrating this baseline understanding with the data from other agencies will enable us to see to what extent DSS is connecting with young people that have few other connections to the State, an important insight as we consider channels for re-engagement.

We are interested in **exploring the following questions**

- How much usage is there of DSS services by at-risk or disconnected young people (not engaged in pro-social institutions such as education or employment)?
  - If there is a meaningful subset of young people who can be identified using DSS data but not by SDE or DOL data (among other agencies), DSS and its data could serve as a helpful channel to identify and support them.
  - Conversely, are there meaningful subsets of disconnected young people who are not participating in DSS programs (esp. SNAP, TANF), but are being identified in other agencies' data? If so, which services are they using today and what are their demographic and other salient characteristics? This analysis can help identify potential outreach, engagement, or support channels that DSS can leverage to ensure disconnected young people have access to its suite of programs and services (to the extent eligible).
- Are there any specific DSS services (e.g., HUSKY health programs) that are used at higher rates by at-risk or disconnected young people?
  - Furthermore, among all young people who have ever participated in DSS programs, what share of these young people are disconnected / at-risk? How does this share





compare to those who have never participated in DSS programs. This analysis can help spotlight any disparities between economic insecurity and being at-risk / disconnected.

- Similarly, for young people who have ever participated in DSS programs (esp. Medicaid / HUSKY Health participants), how many also have ever interacted with other participating State of Connecticut P20 WIN agencies? If so, how many and in what regions? This analysis can help identify whether there is opportunity for DSS to work with other state agencies to provide integrated case management to coordinate service access and delivery across agencies for young people, in support of their reconnection.
- Is there a basis for the hypothesis that the pandemic had a disproportionate impact on at-risk and disconnected young people, as might be gleaned from changes to DSS service participation (e.g., more individuals accessing food assistance)?
- What evidence do we see of people using DSS services and then no longer needing them? Is there anything we can learn about other factors in their life changing at the same time?
- Is there a subset of young people who became at-risk or disconnected, and then later re-engaged with their schooling or with their job? What services did they receive?

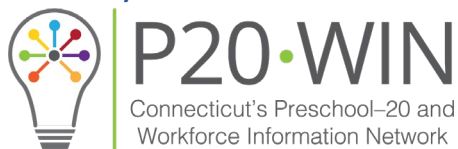
We hope to accomplish the above via a combination of descriptive statistics techniques such as:

- Enrollment counts across different types of DSS programs such as food assistance, economic security / EBT, Medicaid and HUSKY, social work services
  - a. The 2016 report found that CT's disconnected youth have... "challenges with housing, homelessness, and foster care & higher rates of transience as families confront issues of poverty and safety."
  - b. We would like to understand this phenomenon more deeply through incorporating DSS data into our analysis. Specifically, we will examine which recipients of DSS services are included and independent from recipients of homelessness and child welfare supports.
- Analysis of distribution by geography (at town level, to avoid re-identification), age, race / ethnicity, sex/gender, etc.
- Analysis of changes over time (including COVID-19 impacts)

3. How does the data sharing project further the [vision, purpose](#) and [Learning Agenda](#) of P20WIN? Please explain.

This project aligns strongly with P20 WIN's June 2024 Learning Agenda topics, e.g.:

- **Higher Education:** To what degree are graduates able to find employment in CT that provides a living wage?
- **Housing Security:** What is the impact of access to affordable housing on family economic security, schooling outcomes, and use of federal/state benefits?
- **Physical and Behavioral Health:** How does access to behavioral health support impact students' education outcomes?



- **Justice, Incarceration, Reintegration:** What does successful reintegration look like, and how is this tracked?
- **Early and K-12 Education:** What is the experience of those engaged with the juvenile justice system and the public school system?
- **Workforce Development:** What are the wage and employment outcomes of Connecticut workforce training programs?

Our analysis aims to uncover which channels, pathways, and other factors young people may be associated with being at-risk or disconnected and to highlight which supports make a difference for young people during critical transitions of social and educational development. Furthermore, our analysis may explore how young people who have been at-risk and disconnected interact with public workforce programs, allowing us to highlight best practices from existing workforce interventions.

### **SECTION 3 – INDIVIDUALS INVOLVED IN DATA SHARING PROJECT (To be completed by data requestor with participating agency review)**

1. Participating Agencies from which data is being requested (Check all that apply): [SDE](#) [DCF](#) [DOL](#) [DSS](#) [CCEH](#) [DMHAS](#) [JBCSSD](#) [DOC](#) [CTECS](#)

### **SECTION 4 - APPLICABLE CONFIDENTIALITY, PRIVACY AND SECURITY REQUIREMENTS (To be completed by data requestor with participating agency review).**

1. What specific data fields and elements are to be queried or linked?<sup>3</sup>

See attachment Data Elements for Exhibit A.

2. Identify the applicable Federal and State laws and regulations for this data sharing project and specify how each requirement shall be met by this Project. Please consider consulting the resources [here](#) for review of the state and federal laws in many areas.<sup>4</sup>

BCG makes every effort to comply with all applicable laws and regulations. These laws include DAC 6, GDPR, all privacy database, copyright, trademark, patent, trade secret, export, and any applicable foreign or domestic anti-bribery and anti-corruption laws and regulations, including the US Foreign Corrupt Practices Act 1977 and any laws intended to implement the OECD convention on Combating Bribery of Foreign Public Officials in International Business Transactions each as amended and updated from time to time. BCG's legal team works closely with the BCG Data Protection Office and Risk Management and Information Security teams on these topics.

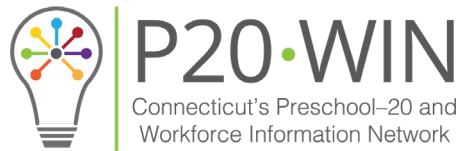
As detailed in other sections of this document, we do not intend to receive or handle any personally identifiable information as part of this request. This project meets the FERPA exception criteria for an

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<sup>3</sup> Can be attached as a separate document with requested fields highlighted. The P20 WIN data dictionary is posted here: <https://portal.ct.gov/OPM/P20Win/Request-Data>

<sup>4</sup> Data requestors will also be expected to sign a Confidentiality and Nondisclosure Agreement before receipt of data, with a template included [here](#) (attachment C).





audit or evaluation study. In this request, the disclosure of education records will be used to “evaluate,” or examine, the population of young people in the state of Connecticut who are currently enrolled in the state’s education system.

3. Describe any specific steps required for matching or linking records for this request (Specify fields to use for matching and describe the flow or transfer of data for the request).

We anticipate that first name, last name, and date of birth will be the variables used most commonly to match records across datasets. Where possible, we understand that SSN and other agency-specific identifiers may also be used as matching variables.

BCG will not receive direct identifiers, and instead only receive de-identified integrated datasets, matched by the DOL (P20 WIN's data integration hub). In addition, OPM will conduct a pre-disclosure review of the datasets before it is provided by DOL to BCG.

4. When will the data be destroyed for the project?

The data will be kept only for the duration of the analysis as specified in the Data Sharing Agreement and will be destroyed after. BCG standard document retention policy is one year following project completion. However, per DMHAS’s requirements, data must be retained for three years following project completion. Hence, as we anticipate we will complete the project by December 2024, we anticipate to destroy BCG’s copy of the data in December 2027.

5. If needed, describe any steps for de-identification and anonymization,<sup>5</sup> including how the requestor will mitigate the risk of re-identification of individuals

Techniques such as k-anonymity shall be used to identify at-risk and disconnected youth. Based on the outcome of the analysis, necessary techniques such as Blurring and Suppression shall be used to minimize the risk of de-identification and protection of personally identifiable information (PII). The report will not include any individual information or PII. We will utilize a minimum cell size, which will be designated in the Data Sharing Agreement.

6. Describe how the data is to be transferred to the Data Recipient.

Data will be transferred via Axway SecureTransport.

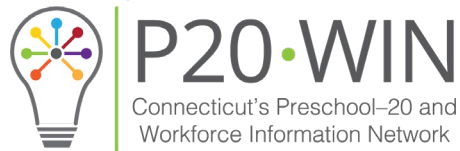
7. Describe the steps to safeguard any data received for this project, including how the requestor will adhere to the data security controls described in the P20 WIN E-MOU.<sup>6</sup>

Data for the 2024 analysis will be stored on BCG laptops and on SharePoint in accordance with BCG privacy policies and data processing agreements as well as legal guidelines for the duration of the project and automatically deleted upon completion. On SharePoint, all at-rest data is encrypted. BCG controls the top-level key used to encrypt data within SharePoint. BCG retains custody of this key in a

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<sup>5</sup> Definitions are in the P20 WIN enterprise memorandum of understanding (E-MOU), maintained online by OPM, here: <https://portal.ct.gov/OPM/P20Win/Governance>

<sup>6</sup> Data security controls are described in the P20 WIN enterprise memorandum of understanding (E-MOU), maintained online by OPM, here: <https://portal.ct.gov/OPM/P20Win/Governance>



separate sanctioned BCG cloud environment that BCG controls. Only authorized users have access to SharePoint. Malware protection is employed on file upload and syncing. SharePoint's tailored mechanisms detect ransomware. BCG policies and guidelines are binding on every BCG employee and facilitate compliance with all legal and regulatory requirements. All BCG laptops are protected with personal firewall software that is under central management. BCG laptop computers are protected with "Full Disk Encryption" (AES 256-bit) certified encryption solution. Additional security layers are integrated on the endpoint as there are Data Loss Prevention (DLP), Anti-Virus, Network Threat protection, Pro-active Threat detection (heuristics) and, if classified as high value target, with NextGen Antivirus; including update, logging, and reporting mechanisms.

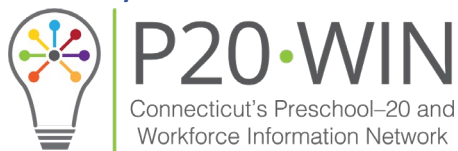
Data for this request will be stored on a server without internet access. Authorized users for the request will access the server through a remote desktop, connecting to a virtual desktop. Two virtual Machines are used - users connect to the first machine as a pivot point to get to the second virtual machine that houses the data. The second virtual machine is only reachable through the virtual host, with no internet or access to other machines. The virtual desktop will access the resultant data via the data transmittal tools used for P20 WIN (Axway Secure Transport). Access to both the virtual desktop and server will be restricted to only the authorized users for the request; OPM IT staff will serve as the security team and will have access to the server only through a local admin account for managing backups and other administrative tasks. The server will have no internet access or shared to other machines; the server will be on a separate VLAN from the rest of the OPM network. Only local backups for the server will be created, every three (3) days. The server will not be included in general OPM daily and weekly backup processes, which involve external data centers. Access to the remote and virtual desktops and the server will require strong passwords, with regular expiration, with drive encryption for the server through use of BitLocker. OPM staff conduct monthly review of access to the server to identify any changes needed.

#### **SECTION 5 – PLANS FOR DATA ANALYSIS AND REPORTING FINDINGS (To be completed by data requestor)**

##### **1. What are the plans for data analysis for the project?**

We are requesting data from nine participating agencies, namely: the State Department of Education (SDE), Connecticut Technical Education and Career System (CTECS), the Department of Children and Families (DCF), the Department of Labor (DOL), the Department of Social Services (DSS), the Connecticut Coalition to End Homelessness (CCEH), the Department of Mental Health and Addiction Services (DMHAS), and the newly added Judicial Branch – Court Support Services Division (JBCSSD) and Department of Correction (DOC).

We are requesting data for individuals who are/were between, and inclusive of, the ages of 14 and 26 years old at any point between January 1<sup>st</sup>, 2014, and December 31<sup>st</sup>, 2023. For each individual, we are requesting data starting from January 1<sup>st</sup>, 2014, or the earliest data point record available for each individual across all eight agencies. This translates to birth years 1987 to 2009, inclusive.



This research hopes to replicate the analytical approach of research conducted in 2023, “Connecticut’s Unspoken Crisis”, by:

1. Target population age range to 14-26 years old (vs. 14-21 years old in 2016);
2. Bifurcating the “disconnected” population into moderately disconnected and severely disconnected;
3. Replicating the 2023 framework that defines “at-risk” and “disconnected” young people, which considers outcomes beyond high-school graduation (e.g., post-secondary education, employment, credits attained); and
4. Evaluating channels, pathways, and other factors to understand how they are associated with young people’s education and employment journeys

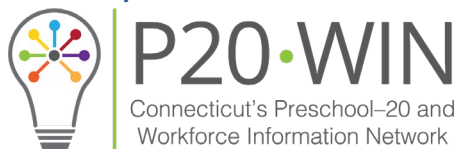
Tactically, the proposed research would consist of three research stages that would employ a range of descriptive analysis and categorical modeling.

1. Using descriptive analysis, we will update our aggregate view of the number and profiles of at-risk and disconnected youth under definitions as defined in the 2023 report, in alignment with the statutory requirements
2. Using descriptive analysis, we will provide an aggregate view of the size, concentration, and demographic profile of the target populations using these definitions
3. Finally, we will evaluate how a young person’s level of engagement differs based on channels, pathways, and other factors based on descriptive analysis. Cohorts will be created based on birth years and other definitional data elements

There are three key data challenges we anticipate:

1. **Older data will likely have gaps.** This will be addressed by establishing close relationships with data owners to ensure we have a grasp of the evolution of data collection processes in order to maintain the integrity of our analysis.
2. **Individuals’ movement in and out of state may create data inconsistencies.** We plan to use an existing flag, or combination of variables that could indicate a potential movement of the individual out of the state, to improve the accuracy of our analysis.
3. In addition, given the inability **to get a complete count of every young person from existing P20 WIN agency data sources** (e.g., non-public school students, young people not involved with agencies or non-NSC-tracked postsecondary education programs), we also plan to leverage US Census Bureau’s American Community Survey (ACS) 1-year estimates on public-use microdata sample person weighted (PWGTP) basis. We plan to repeat our caution from the 2023 report on the margin of error, given limitations of the ACS PUMS data cube.

2. What is the planned process for dissemination or publication of results before release?



This research will culminate in a final quantitative, public-facing report of approximately 8 to 10 pages that summarizes the demographic and geographic distribution of at-risk and disconnection and the channels, pathways, and other factors that are associated with young people's academic and employment journeys. The primary goal of this report is to maintain awareness and transparency on the current state of Connecticut's young people (e.g., serving as a resource for government officials, school administrators, nonprofits serving this population, and other members of the public).

There is also potential to include an accompanying, public-facing, interactive data visualization tool (e.g., Tableau, PowerBI) hosted on the P20 WIN or similar state website, as well as additional data exhibits in an Appendix or data exhibits book (whichever is most appropriate).

Once approved by P20 WIN, the report may be made available via the website of the Boston Consulting Group (BCG) and the Connecticut Opportunity Project (CTOP), in addition to feeding into any P20 WIN plans for dissemination and/or publication.

3. How will this project use data as a public asset to advance social good, making best use of public resources? What steps will be taken to ensure that one's racial identity does not influence how one fares in society? This includes the creation of racially-just policies, practices, attitudes, and cultural messages, and the elimination of structures that reinforce differential experiences and outcomes by race.

The ultimate goal of the research is to promote a better understanding of how to best identify and support Connecticut's most vulnerable young people, including to reduce disparities in outcomes across demographic groups. Additionally, the findings from this analysis can potentially function as a source of insight for state data owners to make strategic improvements to current collection and governance practices.

Finally, this project has the potential to serve as a model for other states, creating a sustainable system to collect, analyze, and publish data on at-risk and disconnected young people. When completed, this initiative could serve as a model for other states to follow and highlight Connecticut's immense investment in driving positive outcomes among its young people.



**P20•WIN**  
Connecticut's Preschool–20 and  
Workforce Information Network

**SECTION 6 – SIGNATURE FROM DATA REQUESTORS**

I certify that the information supplied in this form, with attachments, is complete, accurate.

*Rachel Leventhal-Weiner*

\_\_\_\_\_ Date 8/27/24

Data Principal Requestor

Name (printed): Rachel Leventhal-Weiner

Email: rachel.leventhal-weiner@ct.gov

Phone: 860-418-6262

*Lane McBride*

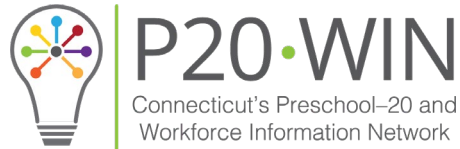
\_\_\_\_\_ Date August 26, 2024

Data Co-Requestor

Name (printed): Lane McBride

Email: McBride.Lane@bcg.com

Phone: 301-664-7433



**SECTION 7 – SIGNATURE OF APPROVAL FROM PARTICIPATING AGENCIES**

Each Participating Agency Completes indicates their approval or denial of the query to enable this project according to the applicable laws and regulations described in Section 4 of this form:

\_\_\_\_\_  
Participating Agency

\_\_\_\_\_  
Data Governing Board Representative

\_\_\_\_\_  
Date

Name (printed): Click or tap here to enter text.

Email: Click or tap here to enter text.

Question/Purpose for P20 WIN Data Request  
P20 WIN Query Number: 0043b

For each data field we are requesting, we have indicated which research objective as well as which research questions it will support. A full list of the research questions are included below:

Research objectives	Research Questions
1. Refresh our understanding of "at-risk" and "disconnected" young people in Connecticut	A. How many young people between ages 14 and 26 are at-risk or disconnected from education and employment institutions today? How has this changed over time? B. What are the demographic characteristics that describe these populations? What are the intersectionalities? C. Where are there concentrations of these young people? (geographically) D. What are the current education and employment outcomes for these young people in Connecticut? How do outcomes differ based on educational & training pathway they followed? E. What are the rates of incarceration and/ or involuntary commitment (e.g., detention, etc.) within these populations? F. How does overall contact with the criminal justice system vary across the age spectrum?
2. Examine channels, pathways, and other factors associated with individuals' education & employment journeys	H. What are the channels, pathways, and other factors associated with being at-risk and disconnected? I. Where and when are young people falling off-track / becoming at-risk? J. Is there an observable relationship between the degree (and type) of contact with the criminal justice system and the experience of going from at-risk to disconnected?

Notes:

Matching variables: We have incorporated matching variables - including last name, first name, date of birth, SSN, zip code - in our data request, but we recognize it is up to each department which matching variables are used to integrate datasets across agencies.

Birth year: Given date of birth could risk re-identification, we have re-classified date of birth as a matching variable but are not asking for it in our data request. Instead, we would appreciate each agency's help in providing a "birth year" for our analysis. Considering our analysis focuses on a target age range (14 - 26 years old), it is critical for us to understand the ages of de-identified individuals to facilitate our analyses.

Gender, sex, race & ethnicity: We have asked for data elements for gender, sex, race and ethnicity in our data requests to each agency, to err toward being comprehensive vs. incomplete. In the rare cases there is a discrepancy between agencies, we are planning to either take the most recent data (assuming how the individual self-identifies as evolved), or to take the most common answer (assuming there is an error in the data system). We are planning to assess on a case by case basis. If there are any issues with this approach, we are happy to discuss a path forward.

**P20 WIN DATA SHARING AGREEMENT EXHIBIT A – DATA ELEMENTS FOR PROJECT**

**Attachment A:** Provide the name of each element from each data source including elements needed to link data sets. Identify the values of each elements code sets that are necessary. Add as many rows as

**Attachment B:** Provide a crosswalk for each data element requested and describe how it relates to the purpose of the query. List each data element once with only one data element per row. Add as many r

**P20 WIN Query Number: 0043b**

**Target population:** We are requesting data for individuals who are/were between, and inclusive of, the ages of 14 and 26 years old at any point between Jan 1, 2017, and Dec 31, 2023. For each individual, we are requesting data starting from January 1, 2017, or the earliest data point record available for each individual. Note that we did not request data for January 1, 2014 and Dec 31, 2016 only due to HMIS changes make them harder to interpret accurately in a short timeframe, per discussions with CCEH data stewards

Source Agency (Agency that possesses the element in question)	Data Element Name (Provide the name that is desired in the column header)	Definition	Data category	Code Set value	Related Research / Policy Question	Explain how this element relates to the Research Question	Data Type	Years requested
<b>Matching Information - For Data Integration Hub only</b>								
Connecticut Coalition to En First Name		Client's first name enrolled in HMIS system To avoid duplicate record creation, the full first name should be used (e.g., James instead of Jim); Data collection instruction change – Client may provide preferred name. “Legal name” not required unless required by the funder.	Universal Identifier Elements	all	matching	matching variable	nvarchar	2017-2023
Connecticut Coalition to En Last Name		Client's last name enrolled in HMIS system Use the current last name, use the format the client normally provides as identification (e.g. with hyphen or without hyphen). Use the order of last names as the client indicates is culturally correct.; Data collection instruction change – Client may provide preferred name. “Legal name” not required unless required by the funder.	Universal Identifier Elements	all	matching	matching variable	varchar	2017-2023
Connecticut Coalition to En Social Security Number		Social Security Number, 1 Social Security Number per client Data Collection instruction change – HUD CoC and ESG, and SAMHSA PATH Programs require only last four digits of SSN to be required.	Universal Identifier Elements	all	matching	matching variable	varchar	2017-2023
Connecticut Coalition to En Date of Birth		Date of Birth of the client ‘Client doesn't know,’ ‘Client refused,’ and ‘Data not collect	Universal Identifier Elements	all	matching	matching variable	date ('1/1/99	2017-2023
<b>Demographic information</b>								
Connecticut Coalition to En Birth Year		Birth year of client						
Connecticut Coalition to En Race		Self-identified race(s) of each client served (as many as are applicable); Self-identified ethnicity of each client served.One Ethnicity per client Combine Race and Ethnicity into single data element. (Eliminate 3.05 data element) • Add response option for “Middle Eastern or North African” and modified “Hispanic/Latina/e/o” response option. Added text box to provide additional detail. Hispanic / Latina is a separate race	Universal Identifier Elements	all	1. B	enable description of population	int	2017-2023
Connecticut Coalition to En Gender		Self-reported gender of each client served (as many as are applicable) • Change Female to "Woman (Girl if child)" • Change Male to "Man (Boy if child)" • Change "Gender other than..." to "Non-Binary" • Add "Culturally Specific Identity (e.g., Two-Spirit)" • Add "Different Identity" and text box to add detail	Universal Identifier Elements	all	1. B	enable description of population	int	2017-2023
Connecticut Coalition to En Ethnicity		Self-identified ethnicity of each client served.One Ethnicity per client; Combine Race and Ethnicity into single data element. Is discontinued post Oct 1, 2023	Universal Identifier Elements	all	1. B	enable description of population	int	2017-2023
<b>Program Descriptive Element</b>								
Connecticut Coalition to En Date of Engagement		The date a client became engaged by a street outreach project or night-by-night em	Program Specific Data Elements	all	1. G; 2. H, I	enable description of population and ide	date ('1/1/99	2017-2023
Connecticut Coalition to En Developmental Disability		Indicates whether a client has self-reported a developmental disability. Answer opti	Program Specific Data Elements	all	1. G; 2. H, I	enable description of population and ide	int	2017-2023
Connecticut Coalition to En Domestic Violence		Indicate (1) if the client is a survivor of domestic violence, (2) when the experience c	Program Specific Data Elements	all	1. G; 2. H, I	enable description of population and ide	tinyint	2017-2023
Connecticut Coalition to En Income and Sources		Indicates whether each head of each household served (including minor heads of the	Program Specific Data Elements	all	1. G; 2. H, I	enable description of population and ide	money	2017-2023
Connecticut Coalition to En Mental Health Disorder		Indicates whether a client has self-reported a mental health disorder. Answer optio	Program Specific Data Elements	all	1. G; 2. H, I	enable description of population and ide	int	2017-2023
Connecticut Coalition to En Physical Disability		Indicates whether a client has self-reported any disabling special needs which contri	Program Specific Data Elements	all	1. G; 2. H, I	enable description of population and ide	int	2017-2023
Connecticut Coalition to En Substance Use Disorder		Indicates whether a client has self-reported a disability. Answer options are: Answer	Program Specific Data Elements	all	1. G; 2. H, I	enable description of population and ide	int	2017-2023
<b>System Descriptive Element</b>								
Connecticut Coalition to En Enrollment CAN		Coordinated Access Networks (CANs) , the communities across Connecticut. Total 7	System Descriptive Elements	all	1. C, G; 2. H, I	enable description of population and ide	int	2017-2023
Connecticut Coalition to En Entity		Entities represent a person or agency and are defined by their relationship to other	System Descriptive Elements	all	1. G; 2. H, I	enable description of population and ide	int	2017-2023
Connecticut Coalition to En Family		A group of Clients which share the same FamilyID. A Client can have more than one	System Descriptive Elements	all	1. G; 2. H, I	enable description of population and ide	int	2017-2023
Connecticut Coalition to En Head of Household (HOH)		The Head of Household is assigned to the primary Client in an enrollment. All other	System Descriptive Elements	all	1. G; 2. H, I	enable description of population and ide	int	2017-2023
Connecticut Coalition to En Household Type		This specifies the household type (at project entry) served by beds and units in a giv	System Descriptive Elements	all	1. G; 2. H, I	enable description of population and ide	int	2017-2023
Connecticut Coalition to En Organization		The largest entity grouping category in the database that represents an agency or a	System Descriptive Elements	all	1. G; 2. H, I	enable description of population and ide	int	2017-2023
Connecticut Coalition to En Program		Programs are a collection of services into which Clients are enrolled to access servi	System Descriptive Elements	all	1. G; 2. H, I	enable description of population and ide	int	2017-2023
Connecticut Coalition to En Provider		Locations from where services are provided to Clients or where events occur. Typica	System Descriptive Elements	all	1. C, G; 2. H, I	enable description of population and ide	int	2017-2023
<b>Project Descriptor &amp; Stay Elements</b>								
Connecticut Coalition to En Project Name		The project's name.	Project Descriptor Data Elements (PDDE)	all	1. G; 2. H, I	enable description of population and ide	varchar	2017-2023
Connecticut Coalition to En Disabling Condition		Indicates whether a client has self-reported a disabling condition. Answer options ar	Universal Project Stay Elements	all	1. G; 2. H, I	enable description of population and ide	int	2017-2023



Connecticut Coalition to En Exit Destination	Record where the client is expecting to stay after they complete or stop participating in project activities. See Appendix A - Living Situation Option List for a complete list of Living Situation Responses and Destinations <a href="https://files.hudexchange.info/resources/documents/FY-2022-HMIS-Data-Standards-Manual.pdf">https://files.hudexchange.info/resources/documents/FY-2022-HMIS-Data-Standards-Manual.pdf</a> Updated options as of 10/1/23 HUD standards	Universal Project Stay Elements	all	1. G; 2. H, I	enable description of population and idεint	2017-2023
Connecticut Coalition to En Housing Move-In Date	The date the client moved into permanent housing. Only for RRH or PSH programs a	Universal Project Stay Elements	all	1. G; 2. H, I	enable description of population and idεdate ('1/1/99	2017-2023
Connecticut Coalition to En Prior Living Situation	Identify the self-reported type of living situation and length of stay in that situation j	Universal Project Stay Elements	all	1. G; 2. H, I	enable description of population and idεint	2017-2023
Connecticut Coalition to En Project Exit Date	Record the month, day and year of last day of occupancy or service.	Universal Project Stay Elements	all	1. G; 2. H, I	enable description of population and idεdate ('1/1/99	2017-2023
Connecticut Coalition to En Project Start Date	Record the month, day, and year of each client's project start. The project start date	Universal Project Stay Elements	all	1. G; 2. H, I	enable description of population and idεdate ('1/1/99	2017-2023
Connecticut Coalition to En Relationship to Head of Household	Identify one member of a household to whom all other household members can be	Universal Project Stay Elements	all	1. G; 2. H, I	enable description of population and idεint	2017-2023

P20 WIN DATA SHARING AGREEMENT EXHIBIT A – DATA ELEMENTS FOR PROJECT

Attachment A: Provide the name of each element from each data source including elements needed to link data sets. Identify the values of each elements code sets that are necessary. Add as many rows as necessary

Attachment B: Provide a crosswalk for each data element requested and describe how it relates to the purpose of the query. List each data element once with only one data element per row. Add as many rows as necessary. P20 WIN element names can be found here: [enter URL for meta-data dictionary]. Note: if a proposal

P20 WIN Query Number: 0043b

Target population: We are requesting data for individuals who are/were between, and inclusive of, the ages of 14 and 26 years old at any point between Jan 1, 2014, and Dec 31, 2023. For each individual, we are requesting data starting from January 1, 2014, or the earliest data point record available for each individual.

1987-2009 birth years, inclusive

Source Agency (Agency that possesses the element in question)	Data Element Name (Provide the name that is desired in the column header)	Definition	Data category	Program	Code Set value to be included	Other Qualifier	Related Research / Policy Question	Explain how this element relates to the Research Question	Notes	Data Type	Format	Years requested (data received by year)
Matching Information - For Data Integration Hub Only												
Judicial Branch - Court Support Servi	Last Name				all		Matching	Matching variable				2014-2023
Judicial Branch - Court Support Servi	First Name				all		Matching	Matching variable				2014-2023
Judicial Branch - Court Support Servi	Date of Birth				all		Matching	Matching variable				2014-2023
Judicial Branch - Court Support Servi	ClientPIN				all		Matching	Matching variable		int		2014-2023
Judicial Branch - Court Support Servi	SSN				all		Matching	Matching variable				2014-2023
Judicial Branch - Court Support Servi	Sex				all		Matching	Matching variable				2014-2023
Demographic Information												
Judicial Branch - Court Support Servi	Birth year				all		1.A	Enables description of population				2014-2023
Arrests												
Judicial Branch - Court Support Servi	Arrest Type		Arrests		all		1.A, E, F; 2.J	enable description of population and identification of risk factors				2014-2023
Judicial Branch - Court Support Servi	Arrest Date		Arrests		all		1.A, E, F; 2.J	enable description of population and identification of risk factors				2014-2023
Judicial Branch - Court Support Servi	Weighted risk criteria		Arrests		all		1.A, E, F; 2.J	enable description of population and identification of risk factors				2014-2023
Judicial Branch - Court Support Servi	Charges Type		Arrests		all		1.A, E, F; 2.J	enable description of population and identification of risk factors				2014-2023
Judicial Branch - Court Support Servi	Charges Severity		Arrests		all		1.A, E, F; 2.J	enable description of population and identification of risk factors				2014-2023
Judicial Branch - Court Support Servi	Court Disposition Type		Arrests		all		1.A, E, F; 2.J	enable description of population and identification of risk factors				2014-2023
Judicial Branch - Court Support Servi	Court Disposition Date		Arrests		all		1.A, E, F; 2.J	enable description of population and identification of risk factors				2014-2023
Judicial Branch - Court Support Servi	Probation flag		Arrests		all		1.A, E, F; 2.J	enable description of population and identification of risk factors				2014-2023
Judicial Branch - Court Support Servi	Probatoin Start Date		Arrests		all		1.A, E, F; 2.J	enable description of population and identification of risk factors				2014-2023
Judicial Branch - Court Support Servi	Probatoin End Date		Arrests		all		1.A, E, F; 2.J	enable description of population and identification of risk factors				2014-2023
Judicial Branch - Court Support Servi	Sentence suspension		Arrests		all		1.A, E, F; 2.J	enable description of population and identification of risk factors				2014-2023
Judicial Branch - Court Support Servi	Split sentence (in days)		Arrests		all		1.A, E, F; 2.J	enable description of population and identification of risk factors				2014-2023
Diversionary Programs												
Judicial Branch - Court Support Servi	Application date		Diversionary Programs		all		1.A, E, F; 2.J	enable description of population and identification of risk factors				2014-2023
Judicial Branch - Court Support Servi	Program type		Diversionary Programs		all		1.A, E, F; 2.J	enable description of population and identification of risk factors				2014-2023
Judicial Branch - Court Support Servi	Discharge date – aggregated to month/year		Diversionary Programs		all		1.A, E, F; 2.J	enable description of population and identification of risk factors				2014-2023
Judicial Branch - Court Support Servi	Discharge outcome		Diversionary Programs		all		1.A, E, F; 2.J	enable description of population and identification of risk factors				2014-2023

**P20 WIN DATA SHARING AGREEMENT EXHIBIT A – DATA ELEMENTS FOR PROJECT**  
**Attachment A:** Provide the name of each element from each data source including elements needed to link data sets. Identify the values of each elements code sets that are necessary. Add as many rows as necessary  
**Attachment B:** Provide a crosswalk for each data element requested and describe how it relates to the purpose of the query. List each data element once with only one data element per row. Add as many rows as necessary. P20 WIN element names can be found here: [\[enter URL for meta-data dictionary\]](#). Note: If a proposal is approved, data elements may be removed from the request if there is insufficient evidence to show how the data element requested relates to the P20 WIN Query Number: **0043b**  
**Target population:** We are requesting data for individuals who are/were between, and inclusive of, the ages of 14 and 26 years old at any point between **Jan 1, 2014**, and Dec 31, 2023. For each individual, we are requesting data starting from January 1, 2014, or the earliest data point record available for each individual. **Given partial overlap with K-12 data, we only are requesting the below information for those Adult learners NOT captured in SDE K-12 dataset**  
Data by Semester / Term

Source Agency (Agency that possesses the element in question)	Data Element Name (Provide the name that is desired in the column header)	Definition	Data category	Program	Code Set value to be included	Other Qualifier	Related Research / Policy Question	Explain how this element relates to the Research Question	Data Type	Format	Years requested (data received by year)
<b>Matching Information</b>											
Connecticut Technical and Career Sys First_Name		Students' first name.	Student	PowerSchool	all		Matching	Matching variable	Varchar(50)		2014-2023
Connecticut Technical and Career Sys Last_Name		Students last name.	Student	PowerSchool	all		Matching	Matching variable	Varchar(50)		2014-2023
Connecticut Technical and Career Sys SASID			Student	PowerSchool	all		Matching	Matching variable			2014-2023
Connecticut Technical and Career Sys DOB		Date of birth.	Student	PowerSchool	all		Matching	Matching variable			2014-2023
Connecticut Technical and Career Sys FakedID			Student	PowerSchool	all		Matching	Matching variable	Date		2014-2023
Connecticut Technical and Career Sys Middle_Name		Student's middle name.	Student	PowerSchool	all		Matching	Matching variable	Varchar(30)		2014-2023
Connecticut Technical and Career Sys GenerationCode			Student	PowerSchool	all		Matching	Matching variable			
<b>Student - Other</b>											
Connecticut Technical and Career Sys Birth year		Year from date of birth	Student	PowerSchool	all		1.A	enable description of population			
Connecticut Technical and Career Sys City		City element of the students address.	Student	PowerSchool	all		1.A, C	enable description of population and identification of risk factors	Varchar(50)		2014-2023
Connecticut Technical and Career Sys ClassOf		Stores the calculated graduation class year.	Student	PowerSchool	all		1.A	enable description of population	Number(10,0)		2014-2023
Connecticut Technical and Career Sys DistrictEntryDate		A static field with no coding used simply to hold information entered by the district.	Student	PowerSchool	all		1.A	enable description of population	Date		2014-2023
Connecticut Technical and Career Sys Enroll_Status		The enrollment status of the student.	Student	PowerSchool	all		1.A, 1.D, 2.I	enable description of population and identification of risk factors	Number(10,0)		2014-2023
Connecticut Technical and Career Sys Enrollment_SchoolID		This field holds the school ID value when creating reenrollment records.	Student	PowerSchool	all		1.A	enable description of population	Number(10,0)		2014-2023
Connecticut Technical and Career Sys EnrollmentCode		This can be used for any special code that needs to be attached to an enrollment. Current() Student	Student	PowerSchool	all		1.D, 2.I	enable description of population and identification of risk factors	Number(10,0)		2014-2023
Connecticut Technical and Career Sys EnrollmentType		This is used to specify what type of enrollment the student has at this school. Currently, it Student	Student	PowerSchool	all		1.A, 1.D, 2.I	enable description of population and identification of risk factors	Varchar(2)		2014-2023
Connecticut Technical and Career Sys EntryCode		The code representing how or why the student entered school. These codes are stored in C Student	Student	PowerSchool	all		1.A	enable description of population and identification of risk factors	Varchar(10)		2014-2023
Connecticut Technical and Career Sys EntryDate		The date the student enrolled in school for the current enrollment. Indexed.	Student	PowerSchool	all		1.A	enable description of population and identification of risk factors	Date		2014-2023
Connecticut Technical and Career Sys Ethnicity		Heritage background of a student. The codes assigned here are stored in the Gen Table (6)	Student	PowerSchool	all		1.B, 2.H	enable description of population and identification of risk factors	Varchar(20)		2014-2023
Connecticut Technical and Career Sys FedEthnicity		Numerical answer to the question "Is the student Hispanic or Latino?" Valid values : M=Male F=Female. Indexed.	Student	PowerSchool	all		1.B, 2.H	enable description of population and identification of risk factors	Number(10,0)		2014-2023
Connecticut Technical and Career Sys Gender			Student	PowerSchool	all		1.A	enable description of population	Varchar(2)		2014-2023
Connecticut Technical and Career Sys SchoolID		The School_Number of the associated Schools record.	Student	PowerSchool	all		1.A	enable description of population	Number(10,0)		2014-2023
Connecticut Technical and Career Sys State		State element of address.	Student	PowerSchool	all		1.A	enable description of population	Varchar(2)		2014-2023
Connecticut Technical and Career Sys Zip		Students zip code.	Student	PowerSchool	all		1.A	enable description of population and identification of risk factors	Varchar(10)		2014-2023
<b>Historical Grades</b>											
Connecticut Technical and Career Sys Credit_Type		Copied from the CreditType field in the Course table. The type of credit this counts as towi Work Based Lea	PowerSchool	all			1.A, 2.I	enable description of population and identification of risk factors	Varchar(20)		2014-2023
Connecticut Technical and Career Sys EarnedCHrs		Checks to see if the student earns that amount of credit based on the grade in the gradesc Work Based Lea	PowerSchool	all			1.A, 2.I	enable description of population and identification of risk factors	Float		2014-2023
<b>Additional Fields</b>											
Connecticut Technical and Career Sys GraduationDate		Graduation date marked upon program completion; after which, they are moved to "Grad Student	PowerSchool	all			1.A, 2.I	enable description of population and identification of risk factors			
Connecticut Technical and Career Sys Trade		Apprenticeship program / pathway they are enrolled in	Student	PowerSchool	all		1.A, 2.I	enable description of population and identification of risk factors			

**P20 WIN DATA SHARING AGREEMENT EXHIBIT A – DATA ELEMENTS FOR PROJECT**

**Attachment A:** Provide the name of each element from each data source including elements needed to link data sets. Identify the values of each elements code sets that are necessary. Add as many rows as necessary

**Attachment B:** Provide a crosswalk for each data element requested and describe how it relates to the purpose of the query. List each data element once with only one data element per row.

**P20 WIN Query Number:** 0043b

**Target population:** We are requesting data for individuals who are/were between, and inclusive of, the ages of 14 and 26 years old at any point between Jan 1, 2014, and Dec 31, 2023. For each individual, we are requesting data starting from January 1, 201

Source Agency (Agency that possesses the element in question)	Data Element Name (Provide the name that is desired in the column header)	Definition	Data Category	Code Set value	Related Research / Policy Question	Explain how this element relates to the Research Question	Data Type	Years requested
<b>Matching Information - For Data Integration Hub only</b>								
Department of Child	Birth_Date	Date of Birth	Linking fields	all	matching	matching variable	Date	2014-2023
Department of Child	Name_First	First Name	Linking fields	all	matching	matching variable	Text	2014-2023
Department of Child	Name_Last	Last Name	Linking fields	all	matching	matching variable	Text	2014-2023
Department of Child	SASID	State-assigned Student Identifier assigned by SDE	Linking fields	all	matching	matching variable	Integer	2014-2023
Department of Child	SSN	Note: not a required field in the system and is often left blank unless this person is a child that enters DCF placement.	Linking fields	all	matching	matching variable	Text	2014-2023
<b>All - Demographic Information</b>								
Department of Child	Birth Year	Birth year of individual			1.B	enable description of population	YYYY	2014-2023
Department of Child	Sex	Sex assigned at birth	Linking fields	all	1.B	enable description of population	Text	2014-2023
Department of Child	Town	This is the Town in which the person lives during/on the date(s) included in the specific project criteria	Linking fields	all	1. C	enable description of population	Text	2014-2023
<b>Allegations - Demographic Information</b>								
Department of Child	VICTIM_RACE_ETHN_COMBO	The alleged victim's combined race/ethnicity (i.e. Hispanic, White)	Allegations	all	1.B	enable description of population	String	2014-2023
Department of Child	VICTIM_SEX	The alleged victim's sex assigned at birth	Allegations	all	1.B	enable description of population	String	2014-2023
<b>Allegations - Other Information</b>								
Department of Child	AB_NEG_TYPE	The type of abuse/neglect alleged to have been perpetrated against the identified victim by the identified perpetrator for this allegation record.	Allegations	all	2. H	enable description of population; enable identification of	String	2014-2023
Department of Child	ALLEGATION_ID	A unique numeric value for each Allegation record associated with CPS Reports in LINK	Allegations	all	2. H	enable description of population; enable identification of	Integer	2014-2023
Department of Child	CENTRAL_REGISTRY	The determination of whether DCF believes the identified perpetrator represents a continuing threat of abuse/neglect to children on the basis of the results of investigation of this allegation.	Allegations	all	2. H	enable description of population and identification of	String	2014-2023
Department of Child	HOUSING_INDIC	Indicator (Y/N) showing whether unstable/inadequate Housing was found to be a factor in this case as documented in multiple pieces of work associated with this report/response.	Allegations	all	1. C; 2. H, I	enable description of population and identification of	String	2014-2023
Department of Child	INT_PRTNR_VLNC_INDIC	Indicator (Y/N) showing whether Intimate Partner Violence was found to be a factor in this case as documented in multiple pieces of work associated with this report/response.	Allegations	all	1. C; 2. H, I	enable description of population and identification of	String	2014-2023
Department of Child	MNTL_HLTH_INDIC	Indicator (Y/N) showing whether Mental Health was found to be a factor in this case as documented in multiple pieces of work associated with this report/response.	Allegations	all	1. C; 2. H, I	enable description of population and identification of	String	2014-2023
Department of Child	PERSON_ENTRUSTED	Whether the report includes a perpetrator who is an entrusted caregiver (i.e. teacher, coach, daycare provider, etc)	Allegations	all	1. C; 2. H, I	enable description of population; enable identification of	String	2014-2023
Department of Child	REPORT_RECEIVED	Datetime stamp indicating when the CPS Report was received and created in LINK by the Careline Worker	Allegations	all	2. H, I	enable description of population and identification of	Datetime	2014-2023
Department of Child	RESPONSE_BEGIN_DATE	Datetime of the first attempted face-to-face contact between assigned DCF Social Worker and a family member for this DRS response	Allegations	all	2. H, I	enable description of population and identification of	Datetime	2014-2023
Department of Child	RESPONSE_DUE_DATE	Completion due date for this DRS response	Allegations	all	2. H, I	enable description of population and identification of	Date	2014-2023
Department of Child	RESPONSE_END_DATE	Actual completion date for this DRS response	Allegations	all	2. H, I	enable description of population and identification of	Date	2014-2023
Department of Child	RESPONSE_TYPE	This is the type of differential response that ultimately handled these allegations. A report can be initially handled through a Family Assessment Response (FAR), but later change tracks to Investigation, but the reverse workflow is not possible. Valid values are: Family Assessment, FAR Track Changed, Investigation, Pending	Allegations	all	2. H	enable description of population and identification of	String	2014-2023
Department of Child	SUBSTANCE_USE_INDIC	Indicator (Y/N) showing whether Substance Use/Abuse was found to be a factor in this case as documented in multiple pieces of work associated with this report/response.	Allegations	all	2. H	enable description of population and identification of	String	2014-2023

Department of ChildSUBSTANTIATION	The determination of whether DCF has reasonable cause to believe (or clear and convincing evidence if appealed) that this type of abuse/neglect was perpetrated against the identified victim by the identified perpetrator based on the results of investigation of this CPS Report: Pending, Substantiated, Unsubstantiated. Please note: if this allegation is solely associated with a Family Assessment Response the value will remain "Pending" though there is no substantiation decision made at all in such responses.	Allegations	all	2. H	enable descripton of population and identification of risString		2014-2023
Department of ChildVICTIM_AGE_RPT	Single-year age of the alleged victim on the Report Received Date	Allegations	all	1. B; 2. H, I	enable description of population; enable identification of Integer		2014-2023
Child Welfare Placements - Demographic Information							
Department of ChildCIP_RACE_ETHN_COMBO	The CIP's combined race/ethnicity (i.e. Hispanic, White)	Child Welfare Placements	all	1.B	enable description of populationString		2014-2023
Department of ChildCIP_SEX	The CIP's sex assigned at birth	Child Welfare Placements	all	1.B	enable description of populationString		2014-2023
Child Welfare Placements - Other Information							
Department of ChildCIP_AGE_EPSD_STRT	Single-year age of the CIP on the Episode Start Date	Child Welfare Placements	all	1. B	enable description of populationInteger		2014-2023
Department of ChildCIP_AGE_PLCMNT_STRT	Single-year age of the CIP on this Placement's Start Date	Child Welfare Placements	all	1. B	enable description of populationInteger		2014-2023
Department of ChildEPISODE_END_DATE	The end date of this DCF out-of-home care episode	Child Welfare Placements	all	2. H, I	enable decription of population and identification of risDate		2014-2023
Department of ChildEPISODE_END_REASON	The end/discharge reason for this out-of-home care episode: Not Applicable, Reunification, Guardianship, Adoption, Living with Other Relative(s), Emancipation, Transfer to Another Agency (i.e. DDS or DMHAS), Runaway, Death of Child, Missing/Unknown	Child Welfare Placements	all	2. H, I	enable decription of population and identification of risString		2014-2023
Department of ChildEPISODE_START_DATE	The start date of this DCF out-of-home care episode for the associated Child Welfare Placements Person		all	2. H, I	enable decription of population and identification of risDate		2014-2023
Department of ChildNEXT_EPISODE_START_DATE	The start date of this child's next legal episode in DCF custody/guardianship.	Child Welfare Placements	all	2. H, I	enable decription of population and identification of risDate		2014-2023
Department of ChildPLACEMENT_CATEGORY	The category that describes the type of service delivered by this placement provider for this child	Child Welfare Placements	all		String		2014-2023
Department of ChildPLACEMENT_END_DATE	The end date of this placement	Child Welfare Placements	all	2. H, I	Date		2014-2023
Department of ChildPLACEMENT_END_REASON	The reason that this placement was ended	Child Welfare Placements	all		String		2014-2023
Department of ChildPLACEMENT_START_DATE	The start date of this placement	Child Welfare Placements	all	2. H, I	Date		2014-2023
Department of ChildPRIOR_FOSTER_CARE_EPISODES	Number of episodes of DCF out-of-home care that occurred prior to this episode record	Child Welfare Placements	all	2. H, I	enable decription of population and identification of risInteger		2014-2023
PIE Service Episodes - Other Information							
Department of ChildPERSON_RACE_ETHN_COMBO	The client/person's combined race/ethnicity (i.e. Hispanic, White)	PIE Service Episodes	all	1. B	enable description of populationString		2014-2023
Department of ChildPERSON_SEX	The client/person's sex assigned at birth	PIE Service Episodes	all	1. B	enable description of populationString		2014-2023
PIE Service Episodes - Other Information							
Department of ChildPERSON_AGE_EPSD_STRT	Single-year age of the client/person on this Episode's Start Date	PIE Service Episodes	all	1. B	enable description of populationInteger		2014-2023
Department of ChildDCF_STATUS_DISCHARGE	The status of the client in relation to active/direct receipt of DCF services on the episode end date.	PIE Service Episodes	all	2. H, I	enable decription of population and identification of risNumeric		2014-2023
Department of ChildDCF_STATUS_INTAKE	The status of the client in relation to active/direct receipt of DCF services on the episode start date.	PIE Service Episodes	all	2. H, I	enable decription of population and identification of risNumeric		2014-2023
Department of ChildEPISODE_END_DATE	The end date of this DCF out-of-home care episode	PIE Service Episodes	all	2. H, I	enable decription of population and identification of risDate		2014-2023
Department of ChildEPISODE_END_REASON	The end/discharge reason for this out-of-home care episode: Not Applicable, Reunification, Guardianship, Adoption, Living with Other Relative(s), Emancipation, Transfer to Another Agency (i.e. DDS or DMHAS), Runaway, Death of Child, Missing/Unknown	PIE Service Episodes	all	2. H, I	enable decription of population and identification of risString		2014-2023
Department of ChildEPISODE_START_DATE	The start date of this DCF out-of-home care episode for the associated PIE Service Episodes Person		all	2. H, I	enable decription of population and identification of risDate		2014-2023
Department of ChildPROGRAM	The acronym for the service (program) that was delivered for this episode	PIE Service Episodes	all	2. H	enable decription of population and identification of risString		2014-2023
Department of ChildPROJECT	The acronym for the site/location from which this provider delivered this service to the client during this episode	PIE Service Episodes	all	2. H	enable decription of population and identification of risString		2014-2023
Department of ChildREFERRAL_DATE	The date the provider received the referral for this episode	PIE Service Episodes	all	2. H, I	enable decription of population and identification of risDate		2014-2023

**P20 WIN DATA SHARING AGREEMENT EXHIBIT A – DATA ELEMENTS FOR PROJECT**

**Attachment A:** Provide the name of each element from each data source including elements needed to link data sets. Identify the values of each elements code sets that are necessary. Add as r

**Attachment B:** Provide a crosswalk for each data element requested and describe how it relates to the purpose of the query. List each data element once with only one data element per row. A

**P20 WIN Query Number:** 0043b

**Target population:** We are requesting data for individuals who are/were between, and inclusive of, the ages of 14 and 26 years old at any point between Jan 1, 2014, and Dec 31, 2023. For each individual, we are requesting data starting from January 1, 2014, or the earliest data point record available for each individual.

Source Agency	Data Element Name (Provide the name that is desired in the column header)	Definition	Program	Code Set value	Related Research / Policy Question	Explain how this element relates to the Research Question	Data Type	Years requested
<b>Matching information - for Data Integration Hub Only</b>								
Department of Mental Health and Addiction Services (DMHAS)	Provider ID	DMHAS provided Provider ID	All Programs	all	1. G; 2. H, I		Numeric	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	Provider Record ID	Record ID in the Provider's system	All Programs	all	1. G; 2. H, I		Alpha-numeric	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	First Name (Client)	Client's First Name	All Programs	all	1. G; 2. H, I	matching variable	Alpha	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	Last Name (Client)	Client's Last Name	All Programs	all	1. G; 2. H, I	matching variable	Alpha	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	SSN (Client)	Client's Social Security Number	All Programs	all	1. G; 2. H, I	matching variable	Numeric	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	DOB (Client)	Client's Date of Birth	All Programs	all	1. G; 2. H, I	matching variable	Date (format MM/DD/YYYY )	2014-2023
<b>Demographic information</b>								
Department of Mental Health and Addiction Services (DMHAS)	Birth year	Birth year of individual	All Programs	all	1. B	enables description of population		2014-2023
Department of Mental Health and Addiction Services (DMHAS)	Gender (Client)	Client's Gender M=Male, F=Female, U= Unknown	All Programs	all	1. G; 2. H, I	enables description of population	Alpha-numeric	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	Race 1 (Client)	Client's Race 1- American Indian/Native Alaskan 2- Asian 3- Black/African American 4- Native Hawaii	All Programs	all	1. G; 2. H, I	enables description of population	Numeric	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	Race 2 (Client)	Client's Race 2, See Race 1	All Programs	all	1. G; 2. H, I	enables description of population	Numeric	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	Ethnicity (Client)	Client's Ethnicity 1- Hispanic-Other 2- Non-Hispanic 3- His	All Programs	all	1. G; 2. H, I	enables description of population	Numeric	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	Language1 (Client)	Client's Primary Language 1- Spanish 2- Italian 3- French	All Programs	all	1. G; 2. H, I	enables description of population	Numeric	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	Language2 (Client)	Client's Secondary Language (if applicable) See Language1	All Programs	all	1. G; 2. H, I	enables description of population	Numeric	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	City (Client)	City in which Client lives Any city, that matches the USPS city name/ZIP code.	All Programs	all	1. G; 2. H, I	enables description of population and access to services	Alpha	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	State (Client)	State in which Client lives Any two-character USPS state abbreviation that matches the ZIP code.	All Programs	all	1. G; 2. H, I	enables description of population and access to services	Alpha	2014-2023
<b>Program participation information</b>								
Department of Mental Health and Addiction Services (DMHAS)	Program ID (Admission)	ID number of Program from DMHAS Contract	All Programs	all	1. G; 2. H, I	enables description of which services are accessed (at individual and trend level)	Alpha-Numeric	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	Admission Date (Admission)	Date on which Client was admitted the program entered in 'Program ID' Data Element.	All Programs	all	1. G; 2. H, I	enables description of which services are accessed (at individual and trend level)	Date (format MM/DD/YYYY )	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	Date of First Service Request (Admission)	Date on which Client first requested Services.	All Treatment Programs	all	1. G; 2. H, I	enables description of which services are accessed (at individual and trend level)	Date (format MM/DD/YYYY )	2014-2023

Department of Mental Health and Addiction Services (DMHAS)	Primary Referral Source (Admission)	Primary Source of Referral to Program. 1- Self 2- Family/Friend 3- Mental Health Provider 4- Substance / All Programs		all	1. G; 2. H, I	enables description of which services are accessed (at individual and trend level)	Numeric	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	Discharge Date (Discharge)	Date on which Client was discharged.	All Programs	all	1. G; 2. H, I	enables description of which services are accessed (at individual and trend level)	Date (format MM/DD/YYYY )	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	Discharge Reason (Discharge)	Reason for Client's Discharge. 30- AWOL for Inpatient only 32- Death 34- Evaluation Only 36- Incarcerated 38- Inpatient Discharge for Inpatient Medical Tx 40- Client Discontinued Tx 41- AMA 42- Left Against Advice 44- Moved out of area 46- Non-compliance with rules 48- Recovery Plan Completed 50- Released by Court 51 - Discharged to New Service (Facility Concurs) 96- Other 97- Unknown	All Programs	all	1. G; 2. H, I	enables description of which services are accessed (at individual and trend level)	Numeric	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	Co-Occurring_Assessment_Date (Co-Occurring Screening)	Date of the Co-Occurrence screening	All Treatment Programs	all	1. G; 2. H, I	enables description of which services are accessed (at individual and trend level)	Date (format MM/DD/YYYY )	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	MH Screening Used (Co-Occurring Screening)	Instrument used to screen Client for MH disorders. 1- Mental Health Screen Form III 2- Modified Mini 8- Declined 9- Medically or Clinically Inappropriate	All Treatment Programs	all	1. G; 2. H, I	enables description of which services are accessed (at individual and trend level)	Numeric	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	SA Screening Used (Co-Occurring Screening)	Instrument used to screen Client for SA disorders. 1- SSI Alcohol and Drugs, 2- CAGE- Adapted to Include Drugs, 8- Declined, 9- Medically or Clinically Inappropriate	All Treatment Programs	all	1. G; 2. H, I	enables description of which services are accessed (at individual and trend level)	Numeric	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	MH Screening Score (Co-Occurring Screening)	Required if MH Screening Used field has a value of 1 or 2. Mental Health Screen Form III score: 0-16. The Modified Mini score: 0-23.	All Treatment Programs	all	1. G; 2. H, I	enables description of which services are accessed (at individual and trend level); Flag whether mental health disorder	Numeric	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	SA Screening Score (Co-Occurring Screening)	Required if SA screening field has a value of 1 or 2. The SSI Alcohol and Drug screening score: 0-14. The CAGE- Adapted to Include Drugs screening score: 0-8.	All Treatment Programs	all	1. G; 2. H, I	enables description of which services are accessed (at individual and trend level); Flag whether substance abuse disorder	Numeric	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	MH Screen Mod Mini #4 (Co-Occurring Screening)	Required if MH Screening used field has a value of 2 (Modified Mini). Yes response to Suicidality Y= Yes, N= No	All Treatment Programs	all	1. G; 2. H, I	enables description of which services are accessed (at individual and trend level); Critical detail for mental disorder	Alpha	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	MH Screen Mod Mini #14 and #15 (Co-Occurring Screening)	Required if MH Screening used field has a value of 2 (Modified Mini). Yes response to 2 Trauma Questions on Modified Mini Survey. Y= Yes, N= No	All Treatment Programs	all	1. G; 2. H, I	enables description of which services are accessed (at individual and trend level); Critical detail for mental disorder	Alpha	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	SA IP.Res. Admissions: Lifetime (Periodic Assmt)	Required for clients with a Substance Abuse diagnosis in any Axis 1 field. Client's lifetime number of pri	All Treatment Programs	all	1. G; 2. H, I	enables description of which services are accessed (at individual and trend level); Critical longitudinal view	Numeric	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	SA OP Admissions: Lifetime (Periodic Assmt)	Required for clients with a Substance Abuse diagnosis in any Axis 1 field. Client's lifetime number of pri	All Treatment Programs	all	1. G; 2. H, I	enables description of which services are accessed (at individual and trend level); Critical longitudinal view	Numeric	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	Assessment Date (Periodic Assmt)	Date on which Assessment was performed This is part of data set collected episodically for clients in a program.	All Programs	all	1. G; 2. H, I	enables description of which services are accessed (at individual and trend level)	Date (format MM/DD/YYYY )	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	Employment Status (Periodic Assmt)	Client's Employment Status at the time of the Episodic Assessment. 30- Employed full time (in competit	All Programs	all	1. G; 2. H, I	enables description of population; Ties directly to definition of disengaged and disconnected	Numeric	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	Highest Grade Completed (Periodic Assmt)	Highest School Grade completed by Client at the time of the Assessment. 97=Unknown	All Programs	all	1. G; 2. H, I	enables description of population; Ties directly to definition of disengaged and disconnected	Numeric	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	Living Situation (Periodic Assmt)	Client's Living Situation at time of Episodic Assessment 30- Private residence, client owns or holds lease	All Programs	all	1. G; 2. H, I	enables description of population	Numeric	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	Was Client Homeless in Last Six Months (Periodic Assmt)	Field indicating whether client was homeless in 6 months prior to assessment. Y= Yes, N= No, U= Unkno	All Programs	all	1. G; 2. H, I	enables description of population; Important to have, especially given CCEH data is not comprehensive	Alpha	2014-2023

Department of Mental Health and Addiction Services (DMHAS)	Axis V Functional Score (Diagnosis)	Client's Functional Score at the time of an assessment. Ranges of values: 0.00 - 100.00	All Treatment Programs	all	1. G; 2. H, I	enables description of nature of challenges young people face (at individual and trend level); High level view of how functional client is	Numeric (including decimal points)	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	Service Code (Services)	The code for a service given to a client. Any standard HCPCS, CPT or DMHAS-defined non-billable code	Based on current requirements	all	1. G; 2. H, I	enables description of nature of challenges young people face (at individual and trend level); Identify what service was provided	Alpha- numeric	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	Service Start Date (Services)	Required if services are provided in record. The first date on which a service was given to a client.	All Programs	all	1. G; 2. H, I	enables description of nature of challenges young people face (at individual and trend level)	Date (format MM/DD/YYYY )	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	Service End Date (Services)	Required if services are provided in record. The end date for the specific service. Minute based services	All Programs	all	1. G; 2. H, I	enables description of nature of challenges young people face (at individual and trend level)	Date (format MM/DD/YYYY )	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	Service Units (Services)	Required if services are provided in record. The number of units of the service. An integer between 1 and	All Programs	all	1. G; 2. H, I	enables description of nature of challenges young people face (at individual and trend level)	Numeric	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	Duration of Service (Services)	Required if services are provided in record. The length of time of service, in minutes or days, for a client	All Programs	all	1. G; 2. H, I	enables description of nature of challenges young people face (at individual and trend level)	Numeric	2014-2023
Department of Mental Health and Addiction Services (DMHAS)	Service Location ID (Services)	The code indicating the location, e.g. office, where a client received a service (used only for Targeted Ca	All Programs – TCM Services Only	all	1. G; 2. H, I	enables description of which services are accessed (at individual and trend level)	Numeric	2014-2023



**P20 WIN DATA SHARING AGREEMENT EXHIBIT A – DATA ELEMENTS FOR PROJECT**  
**Attachment A:** Provide the name of each element from each data source including elements needed to link data sets. Identify the values of each elements code sets that are necessary. Add as many rows as necessary  
**Attachment B:** Provide a crosswalk for each data element requested and describe how it relates to the purpose of the query. List each data element once with only one data element per row. Add as many rows as necessary. P20 WIN element names can be found here: [enter URL for meta-data dictionary]. Note: if a proposal is approved, data elements may be removed from the request if there is insufficient evic  
**P20 WIN Query Number:** 00430  
**Target population:** All de-identified inmates aged 14-26 incarcerated on 1/1/2014, on 1/1/2024, admitted or released and aged 14-26 at any point between 1/1/2014-12/31/2023.

Source Agency (Agency that possesses the element in question)	Data Element Name (Provide the name that is desired in the column header)	Definition	Data category	Program	Code Set value to be included	Other Qualifier	Related Research / Policy Question	Explain how this element relates to the Research Question	Notes	Data Type	Format	Years requested (data received by year)
<b>Matching Information - For Data Integration Hub Only</b>												
Connecticut Department of Correction (DOC)	First Name	Offender first name	Linking Fields	Offender Based Information System	all		Matching	Matching variable	Will not be provided to requestors; only used for matching	Varchar(25)		2014-2023
Connecticut Department of Correction (DOC)	Last Name	Offender last name	Linking Fields	Offender Based Information System	all		Matching	Matching variable	Will not be provided to requestors; only used for matching	Varchar(25)		2014-2023
Connecticut Department of Correction (DOC)	BirthDate	Offender date of birth	Linking Fields	Offender Based Information System	all		Matching	Matching variable	Will not be provided to requestors; only used for matching	Date (MM/DD/YYYY)		2014-2023
Connecticut Department of Correction (DOC)	SSN	Offender social security number	Linking Fields	Offender Based Information System	all		Matching	Matching variable	Will not be provided to requestors; only used for matching	Varchar(11)		2014-2023
Connecticut Department of Correction (DOC)	Sex	Offender Sex	Linking Fields	Offender Based Information System	all		Matching	Matching variable	Will not be provided to requestors; only used for matching			2014-2023
<b>Demographic Information (DEMOG.txt)</b>												
Connecticut Department of Correction (DOC)	Inmate ID	Randomly generated ID unique to each Inmate	Demographics	Offender Based Information System	all		1.A	enable description of population		Num/Char(8)		2014-2023
Connecticut Department of Correction (DOC)	Year of Birth	Year of birth date	Demographics	Offender Based Information System	all		1.A	enable description of population		Date (YYYY)		2014-2023
Connecticut Department of Correction (DOC)	Race	AmerIndian,Asian,Black,Hispanic,White	Demographics	Offender Based Information System	all		1.B, 2.H	enable description of population and identification of risk factors		Varchar(8)		2014-2023
Connecticut Department of Correction (DOC)	Gender	Offender sex assigned at birth	Demographics	Offender Based Information System	all		1.B, 2.H	enable description of population and identification of risk factors		Varchar(1)		2014-2023
Connecticut Department of Correction (DOC)	Current Marital Status	Marital status of offender	Demographics	Offender Based Information System	all		1.B, 2.H	enable description of population and identification of risk factors		Varchar(1)		2014-2023
Connecticut Department of Correction (DOC)	Resident Town	Offender-declared town	Demographics	Offender Based Information System	all		1.C	enable description of population		Varchar(16)		2014-2023
Connecticut Department of Correction (DOC)	Resident Zip	Offender-declared zip code	Demographics	Offender Based Information System	all		1.C	enable description of population		Varchar(5)		2014-2023
Connecticut Department of Correction (DOC)	Current Education Score	Offender educational level based on test	Demographics	Offender Based Information System	all		1.A	enable description of population		Num		2014-2023
Connecticut Department of Correction (DOC)	Most Recent Maximum Release Date	End sentence date, latest	Demographics	Offender Based Information System	all		1.A, 1.E, 2.J	enable description of population		Date(MMDDYYYY)		2014-2023
Connecticut Department of Correction (DOC)	Most Recent System Admission Date	Latest admission date	Demographics	Offender Based Information System	all		1.A, 1.E, 2.J	enable description of population		Date(MMDDYYYY)		2014-2023
Connecticut Department of Correction (DOC)	Most Recent Parole Eligibility Date	Date offender eligible for parole release	Demographics	Offender Based Information System	all		1.A, 1.E, 2.J	enable description of population		Date(MMDDYYYY)		2014-2023
<b>Sentencing Information (SENT.txt)</b>												
Connecticut Department of Correction (DOC)	Inmate ID	Randomly generated ID unique to each Inmate	Sentence	Offender Based Information System	all		1.A	enable description of population		Num/Char(8)		2014-2023
Connecticut Department of Correction (DOC)	Sentence ID	Unique to each sentence	Sentence	Offender Based Information System	all		1.B, 2.J	enable description of population and identification of risk factors		Num		2014-2023
Connecticut Department of Correction (DOC)	Offense	Primary offense accused or convicted	Sentence	Offender Based Information System	all		1.B, 2.J	enable description of population and identification of risk factors		Char(8)		2014-2023
Connecticut Department of Correction (DOC)	Offense Description	Description of offense code	Sentence	Offender Based Information System	all		1.B, 2.J	enable description of population and identification of risk factors		Char(30)		2014-2023
Connecticut Department of Correction (DOC)	Offense Date	Date of primary offense accused or convicted	Sentence	Offender Based Information System	all		1.B, 2.J	enable description of population and identification of risk factors		Date (yyyymmdd)		2014-2023
Connecticut Department of Correction (DOC)	Sentence Date	Date offender is sentenced	Sentence	Offender Based Information System	all		1.A, 1.E, 2.J	enable description of population		Date(MMDDYYYY)		2014-2023
Connecticut Department of Correction (DOC)	Sentence Length	Sentence length in months	Sentence	Offender Based Information System	all		1.A, 1.E, 2.J	enable description of population		Num		2014-2023
<b>Movement Information (MOVE.txt)</b>												
Connecticut Department of Correction (DOC)	Inmate ID	Randomly generated ID unique to each Inmate	Movement	Offender Based Information System	all		1.A	enable description of population		Num/Char(8)		2014-2023
Connecticut Department of Correction (DOC)	MovementDate	Most recent movement date within DOC	Movement	Offender Based Information System	all		1.A	enable description of population		Date(MMDDYYYY)		2014-2023
Connecticut Department of Correction (DOC)	MovementWithin DOC	Movement within DOC	Movement	Offender Based Information System	all		1.B, 2.J	enable description of population and identification of risk factors		Varchar(37)		2014-2023
Connecticut Department of Correction (DOC)	Receiving Facility	Facility receiving	Movement	Offender Based Information System	all		1.B, 2.J	enable description of population and identification of risk factors		Char(3)		2014-2023
Connecticut Department of Correction (DOC)	Sending Facility	Facility sending	Movement	Offender Based Information System	all		1.B, 2.J	enable description of population and identification of risk factors		Char(3)		2014-2023
Connecticut Department of Correction (DOC)	Jurisdiction code	Code corresponding to jurisdiction	Movement	Offender Based Information System	all		1.B, 2.J	enable description of population and identification of risk factors		Char(3)		2014-2023
Connecticut Department of Correction (DOC)	Movement LegalStatus	U,X=Unsentenced,C,G,L=Sentenced	Movement	Offender Based Information System	all		1.B, 1.E, 2.J	enable description of population and identification of risk factors		Varchar(1)		2014-2023
Connecticut Department of Correction (DOC)	Movement Sequence	Sequence of movement	Movement	Offender Based Information System	all		1.B, 1.E, 2.J	enable description of population and identification of risk factors		Num		2014-2023

**P20 WIN DATA SHARING AGREEMENT EXHIBIT A – DATA ELEMENTS FOR PROJECT****Attachment A:** Provide the name of each element from each data source including elements needed to link data sets. Identify the values of each elements code sets that are necessary. Add as many rows as necessary**Attachment B:** Provide a crosswalk for each data element requested and describe how it relates to the purpose of the query. List each data element once with only one data element per row. Add as many rows as necessary. P20 WIN element names can be found here: [\[enter URL for meta-data dictionary\]](#). Note: if a proposal is approved, data elements may be removed from the request if there is insufficient e**P20 WIN Query Number: 0043b****Target population:** We are requesting data for individuals who are/were between, and inclusive of, the ages of 14 and 26 years old at any point between Jan 1, 2014, and Dec 31, 2023. For each individual, we are requesting data starting from January 1, 2014, or the earliest data point record available for each individual.

Source Agency/ Program	Data Element Name <i>(Provide the name that is desired in the column header)</i>	Definition	Data category	Program	Code Set value	Related Research / Policy Question	Explain how this element relates to the Research Question	Data Type	Years requested
<b>Apprenticeship Program - Matching Information - for Data Integration Hub only</b>									
Department of Labor (DOL)	Apprentice, FName	First Name of Apprentice	Demographics Data	Apprenticeship	all	Matching	matching variable	nvarchar(15)	2014-2023
Department of Labor (DOL)	Apprentice, LName	Last Name of Apprentice	Demographics Data	Apprenticeship	all	Matching	matching variable	nvarchar(20)	2014-2023
Department of Labor (DOL)	Apprentice, SSN	SSN of Apprentice	Demographics Data	Apprenticeship	all	Matching	matching variable	int	2014-2023
Department of Labor (DOL)	Apprentice, DOB	Date of Birth of Apprentice	Demographics Data	Apprenticeship	all	Matching	matching variable	datetime	2014-2023
<b>Apprenticeship Program - Demographic Information</b>									
Department of Labor (DOL)	Apprentice, Birth year	Birth year of apprentice	Demographics Data	Apprenticeship	all	1. B	enables description of population; not directly on data dictionary. If possible, please co	2014-2023	
Department of Labor (DOL)	Apprentice, Race	Apprentice race/ethnicity	Demographics Data	Apprenticeship	all	1. B	enables description of population	int	2014-2023
Department of Labor (DOL)	Apprentice, Sex	Apprentice sex (M/F)	Demographics Data	Apprenticeship	all	1. B	enables description of population	nvarchar(1)	2014-2023
Department of Labor (DOL)	Apprentice, City	The name of the city in which the apprentice's address is located	Demographics Data	Apprenticeship	all	1. B, C	enables description of population	nvarchar(50)	2014-2023
Department of Labor (DOL)	Apprentice, State	The name of the state in which the apprentice's address is located	Demographics Data	Apprenticeship	all	1. B, C	enables description of population	nvarchar(2)	2014-2023
<b>Apprenticeship Program - Program Information</b>									
Department of Labor (DOL)	Apprentice, CompletedDate	Date of successful apprenticeship completion (mutually exclusive with TerminatedDate)	Activity Data	Apprenticeship	all	1. A, D	enables description of population	smalldatetime	2014-2023
Department of Labor (DOL)	Apprentice, EnrolledDate	Date of apprenticeship enrollment	Activity Data	Apprenticeship	all	1. A, D	enables description of population	smalldatetime	2014-2023
Department of Labor (DOL)	Apprentice, PriorCredit	Prior credits earned by apprentice from prior apprenticeship or training institution (hours of credit)	Activity Data	Apprenticeship	all	1. A, D	enables description of population	int	2014-2023
Department of Labor (DOL)	Apprentice, TerminatedDate	Date of apprenticeship exit without completion (mutually exclusive with CompletedDate)	Activity Data	Apprenticeship	all	1. A, D, G, 2. H	enables description of population and identification of risk factors	smalldatetime	2014-2023
Department of Labor (DOL)	school_code	Assigned school code	Activity Data	Apprenticeship	all	1. A, C, D	enables description of population	int	2014-2023
<b>Best Chance - Matching Information - for Data Integration Hub only</b>									
Department of Labor (DOL)	First name	First name of client	PII	Best Chance	all	Matching	matching variable	Integer	2014-2023
Department of Labor (DOL)	Last name	Last name of client	PII	Best Chance	all	Matching	matching variable	Integer	2014-2023
Department of Labor (DOL)	Date of Birth	Date of Birth	PII	Best Chance	all	Matching	matching variable	Not Available	2014-2023
Department of Labor (DOL)	SSN	SSN of client	PII	Best Chance	all	Matching	matching variable	Numeric	2014-2023
<b>Best Chance - Demographic Information</b>									
Department of Labor (DOL)	Birth year	Birth year of individual	Demographics Data	Best Chance	all	1. B	enables description of population; not directly on data dictionary. If possible, please co	2014-2023	
Department of Labor (DOL)	Ethnicity	Hispanic, Not Hispanic, or Not Disclosed	Demographic	Best Chance	all	1. B	enables description of population	M/D/S/W	2014-2023
Department of Labor (DOL)	Gender	Male or Female or Not Disclosed	Demographic	Best Chance	all	1. B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Race	Race or Not Disclosed	Demographic	Best Chance	all	1. B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Workforce Region	Workforce Region from CTDOOL such as East, North Central, Northwest, South Central, Southwest.	Activity Data	Best Chance	all	1. C	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Town/Residence	Town of Residence	Activity Data	Best Chance	all	1. C	enables description of population	Integer	2014-2023
<b>Best Chance - Program Information</b>									
Department of Labor (DOL)	Credential Received (Train Received)	Participant attained a credential? Yes/No	Activity Data	Best Chance	all	1. G; 2. H	enable description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Program Exit Date	Date individual exited the program.	Activity Data	Best Chance	all	1. A, D	enables description of population	Not Available	2014-2023
Department of Labor (DOL)	Program Start Date	Date individual enrolled in the program.	Activity Data	Best Chance	all	1. A, D	enables description of population	Not Available	2014-2023
Department of Labor (DOL)	Wages	Wage information captured on the participant.	Activity Data	Best Chance	all	1. A, G	enables description of population	2014-2023	
Department of Labor (DOL)	DropoutReasonCode	Dropout Reason Code	Activity Data	Best Chance	all	1. A, D	enables description of population	Half empty; mix	2014-2023
Department of Labor (DOL)	ReasonDesc	Descriptive Dropout Reason	Activity Data	Best Chance	all	1. A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	OtherDropoutReason	Other Dropout Reasons	Activity Data	Best Chance	all	1. A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Receipt of TANF	Participant receives TANF benefits? Yes/No	Activity Data	Best Chance	all	1. A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Receipt of SNAP	Participant receives SNAP benefits? Yes/No	Activity Data	Best Chance	all	1. A, D	enables description of population	Integer	2014-2023
<b>Jobs First Employment Services (JFES) - Matching Information - for Data Integration Hub only</b>									
Department of Labor (DOL)	First name	First name of client	PII	Jobs First Employe	all	Matching	matching variable	Integer	2014-2023
Department of Labor (DOL)	Last name	Last name of client	PII	Jobs First Employe	all	Matching	matching variable	Integer	2014-2023
Department of Labor (DOL)	Date of Birth	Date of Birth	PII	Jobs First Employe	all	Matching	matching variable	Not Available	2014-2023
Department of Labor (DOL)	SSN	SSN of client	PII	Jobs First Employe	all	Matching	matching variable	Numeric	2014-2023
<b>Jobs First Employment Services (JFES) - Demographic Information</b>									
Department of Labor (DOL)	Birth year	Birth year of individual	Demographics Data	Jobs First Employment Services	all	1. B	enables description of population; not directly on data dictionary. If possible, please co	2014-2023	
Department of Labor (DOL)	Ethnicity (Hispanic)	Hispanic, Not Hispanic, or Not Disclosed	Demographic	Jobs First Employment	all	1. B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Gender	Male or Female or Not Disclosed	Demographic	Jobs First Employment	all	1. B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Race	Race or Not Disclosed	Demographic	Jobs First Employment	all	1. B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Workforce Region	Workforce Region from CTDOOL such as East, North Central, Northwest, South Central, Southwest.	Activity Data	Jobs First Employment	all	1. C	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Receipt of TANF	Participant receives TANF benefits? Yes/No	Activity Data	Jobs First Employment	all	1. A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Receipt of SNAP	Participant receives SNAP benefits? Yes/No	Activity Data	Jobs First Employment	all	1. A, D	enables description of population	Integer	2014-2023
<b>Jobs First Employment Services (JFES) - Program Information</b>									
Department of Labor (DOL)	Credential Received (Completion status/ Services)	Participant attained a credential? Yes/No	Activity Data	Jobs First Employe	all	1. A, D	enables description of population	MM/DD/YYYY	2014-2023
Department of Labor (DOL)	Program Start Date	Date individual enrolled in the program.	Activity Data	Jobs First Employe	all	1. A, D; 2. I	enable description of population and identification of risk factors	Not Available	2014-2023
Department of Labor (DOL)	Program Exit Date	Date individual exited the program.	Activity Data	Jobs First Employe	all	1. A, D; 2. I	enable description of population and identification of risk factors	Not Available	2014-2023
Department of Labor (DOL)	Wages	Wage information captured on the participant.	Activity Data	Jobs First Employe	all	1. A, G	enables description of population	Integer	2014-2023
<b>State Youth Employment Programs - Matching Information - for Data Integration Hub only</b>									
Department of Labor (DOL)	First name	First name of client	PII	State Youth Employ	all	Matching	matching variable	Integer	2014-2023
Department of Labor (DOL)	Last name	Last name of client	PII	State Youth Employ	all	Matching	matching variable	Integer	2014-2023
Department of Labor (DOL)	Date of Birth	Date of Birth	PII	State Youth Employ	all	Matching	matching variable	Not Available	2014-2023
Department of Labor (DOL)	SSN	SSN of client	PII	State Youth Employ	all	Matching	matching variable	Numeric	2014-2023
<b>State Youth Employment Programs - Demographic Information</b>									
Department of Labor (DOL)	Birth year	Birth year of individual	Demographics Data	State Youth Employment Programs	all	1. B	enables description of population; not directly on data dictionary. If possible, please co	2014-2023	
Department of Labor (DOL)	Ethnicity	Hispanic, Not Hispanic, or Not Disclosed	Demographic	State Youth Employ	all	1. B	enables description of population	M/D/S/W	2014-2023
Department of Labor (DOL)	Gender	Male or Female or Not Disclosed	Demographic	State Youth Employ	all	1. B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Race	Race or Not Disclosed	Demographic	State Youth Employ	all	1. B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Workforce Region	Workforce Region from CTDOOL such as East, North Central, Northwest, South Central, Southwest.	Activity Data	State Youth Employ	all	1. C	enables description of population	Integer	2014-2023
<b>State Youth Employment Programs - Program Information</b>									
Department of Labor (DOL)	Credential Received (Component)	Participant attained a credential? Yes/No	Activity Data	State Youth Employ	all	1. A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Program Start Date (2021only)	Date individual enrolled in the program.	Activity Data	State Youth Employ	all	1. A, D; 2. I	enables description of population and identification of risk factors	MM/DD/YY	2014-2023
Department of Labor (DOL)	Program Exit Date	Date individual exited the program.	Activity Data	State Youth Employ	all	1. A, D; 2. I	enables description of population and identification of risk factors	Not Available	2014-2023
Department of Labor (DOL)	Wages (Total earned @completion)	Wage information captured on the participant.	Activity Data	State Youth Employ	all	1. A, G	enables description of population	Numeric	2014-2023
Department of Labor (DOL)	Receipt of TANF	Participant receives TANF benefits? Yes/No	Activity Data	State Youth Employ	all	1. A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Receipt of SNAP	Participant receives SNAP benefits? Yes/No	Activity Data	State Youth Employ	all	1. A, D	enables description of population	Integer	2014-2023
<b>Trade Adjustment Assistance (TAA) - Matching Information - for Data Integration Hub only</b>									
Department of Labor (DOL)	First name	First name of client	PII	Trade Adjustment As	all	Matching	matching variable	Integer	2014-2023
Department of Labor (DOL)	Last name	Last name of client	PII	Trade Adjustment As	all	Matching	matching variable	Integer	2014-2023
Department of Labor (DOL)	Date of Birth (PIRL Element 200)	Participant's date of birth.	Demographics Data	Trade Adjustment As	all	matching	matching variable	YYYYMMDD	2014-2023
Department of Labor (DOL)	Social Security Number (PIRL Element 2700)	The Social Security Number (SSN) assigned to the participant. NOTE: The SSN MUST NOT BE INCLUDE Employment	Trade Adjustment As	all	matching	matching variable	matching variable	Numeric	2014-2023
<b>Trade Adjustment Assistance (TAA) - Demographic Information</b>									
Department of Labor (DOL)	Birth year	Birth year of individual	Demographics Data	Trade Adjustment Assistance	all	1. B	enables description of population; not directly on data dictionary. If possible, please co	2014-2023	
Department of Labor (DOL)	Zip Code of Residence (PIRL Element 103)	5-digit Zip Code of the primary domicile of the participant.	Activity Data	Trade Adjustment As	all	1. C	enables description of population	Numeric	2014-2023
Department of Labor (DOL)	American Indian / Alaska Native (PIRL Element 211)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographics Data	Trade Adjustment As	all	1. B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Asian (PIRL Element 212)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographics Data	Trade Adjustment As	all	1. B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Black / African American (PIRL Element 213)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographics Data	Trade Adjustment As	all	1. B	enables description of population	Integer	2014-2023

Department of Labor (DOL)	Category Of Disability (PIRL Element 203)	1 = Physical/Chronic Health Condition 2 = Physical/Mobility Impairment 3 = Mental or Psychiatric DisalDemographics Data	Trade Adjustment As all	1. G; 2. H	enables description of population and identification of risk factors	Integer	2014-2023	
Department of Labor (DOL)	English Language Learner at Program Entry (PIRL Element 803)	If the participant, at program entry, is a person who has limited ability in speaking, reading, writing or iDemographics Data	Trade Adjustment As all	1. D; G; 2. H	enables description of population and identification of risk factors	Integer	2014-2023	
Department of Labor (DOL)	Ethnicity: Hispanic / Latino (PIRL Element 210)	1 = Yes 0 = No 9 = Participant did not self-identify Demographics Data	Trade Adjustment As all	1. B	enables description of population	Integer	2014-2023	
Department of Labor (DOL)	Individual with a Disability (PIRL Element 202)	If the participant indicates that he/she has any "disability", as defined in Section 312)(a) of the AmericaDemographics Data	Trade Adjustment As all	1. G; 2. H	enables description of population and identification of risk factors	Integer	2014-2023	
Department of Labor (DOL)	Native Hawaiian / Other Pacific Islander (PIRL Element 214)	1 = Yes 0 = No 9 = Participant did not self-identify Demographics Data	Trade Adjustment As all	1. B	enables description of population	Integer	2014-2023	
Department of Labor (DOL)	Other Public Assistance Recipient (PIRL Element 604)	If the participant is a person who is receiving or has received cash assistance or other support servicesDemographics Data	Trade Adjustment As all	1. G; 2. H	enables description of population	Integer	2014-2023	
Department of Labor (DOL)	Sex (PIRL Element 201)	1 = Male 2 = Female 9 = Participant did not self-identify Demographics Data	Trade Adjustment As all	1. B	enables description of population	Integer	2014-2023	
Department of Labor (DOL)	Single Parent at Program Entry (PIRL Element 806)	If the participant, at program entry, is single, separated, divorced or a widowed individual who has priDemographics Data	Trade Adjustment As all	1. G; 2. H, I	enables description of population and identification of risk factors	Integer	2014-2023	
Department of Labor (DOL)	White (PIRL Element 215)	1 = Yes 0 = No 9 = Participant did not self-identify Demographics Data	Trade Adjustment As all	1. B	enables description of population and identification of risk factors	Integer	2014-2023	
Trade Adjustment Assistance (TAA) - Program Information								
Department of Labor (DOL)	Accountability Exit Status (PIRL Element 935)	1 = Invalid SSN or failed to disclosed SSN 2 = Retirement 0 or Blank = None of the above conditions ap Activity Data	Trade Adjustment As all	Matching	matching variable	Integer	2014-2023	
Department of Labor (DOL)	Date Completed, or Withdrawn from, Training #1 (PIRL Element 1308)	The date when the participant completed training or withdrew permanently from training. If multiple Activity Data	Trade Adjustment As all	1. A, D; 2. I	enables description of population and identification of risk factors	YYYYMMDD	2014-2023	
Department of Labor (DOL)	Date Completed, or Withdrawn from, Training #2 (PIRL Element 1313)	The date when the participant completed training or withdrew permanently from training. If multiple Activity Data	Trade Adjustment As all	1. A, D; 2. I	enables description of population and identification of risk factors	YYYYMMDD	2014-2023	
Department of Labor (DOL)	Date Completed, or Withdrawn from, Training #3 (PIRL Element 1318)	The date when the participant completed training or withdrew permanently from training. If multiple Activity Data	Trade Adjustment As all	1. A, D; 2. I	enables description of population and identification of risk factors	YYYYMMDD	2014-2023	
Department of Labor (DOL)	Date Entered Training #1 (WIOA)(PIRL Element 1302)	The date on which the participant's first training service actually began. Leave blank if the participant Activity Data	Trade Adjustment As all	1. A, D; 2. I	enables description of population and identification of risk factors	YYYYMMDD	2014-2023	
Department of Labor (DOL)	Date Entered Training #2 (PIRL Element 1309)	The date on which the participant's second training service actually began. Leave blank if the particiActivity Data	Trade Adjustment As all	1. A, D; 2. I	enables description of population and identification of risk factors	YYYYMMDD	2014-2023	
Department of Labor (DOL)	Date Entered Training #3 (PIRL Element 1314)	The date on which the participant's third training service actually began. If the participant received mActivity Data	Trade Adjustment As all	1. A, D; 2. I	enables description of population and identification of risk factors	YYYYMMDD	2014-2023	
Department of Labor (DOL)	Date of Program Entry (PIRL Element 900)	The date on which an individual became a participant as referenced in 20 CFR 677.150 satisfying appliActivity Data	Trade Adjustment As all	1. A, D; 2. I	enables description of population and identification of risk factors	YYYYMMDD	2014-2023	
Department of Labor (DOL)	Date of Program Exit (PIRL Element 901)	The last date the participant received services that are not self-service, information-only, or follow up Activity Data	Trade Adjustment As all	1. A, D; 2. I	enables description of population and identification of risk factors	YYYYMMDD	2014-2023	
Department of Labor (DOL)	Determined Eligible for TAA (PIRL Element 928)	If the individual was determined eligible for the Trade Program. 1 = Yes 0 = No Activity Data	Trade Adjustment As all	1. A, D	enables description of population	Integer	2014-2023	
Department of Labor (DOL)	Economic/Labor Market Area and Physical Location Code	The code (maximum of 9-digits) of the economic/labor market area and physical location in which the Activity Data	Trade Adjustment As all		Numeric	2014-2023		
Department of Labor (DOL)	Other Reasons for Exit (PIRL Element 923)	01 = Institutionalized 02 = Health/Medical 03 = Deceased Activity Data	Trade Adjustment As all	1. A, D, G; 2. H	enables description of population and identification of risk factors	Integer	2014-2023	
Department of Labor (DOL)	Training Completed #1 (PIRL Element 1307)	4 = Yes 0 = No (Withdraw) Leave blank if the participant did not receive a first training service or t Activity Data	Trade Adjustment As all	1. A, D	enables description of population	Integer	2014-2023	
Department of Labor (DOL)	Training Completed #2 (PIRL Element 1312)	4 = Yes 0 = No (Withdraw) Leave blank if the participant did not receive a second training service o Activity Data	Trade Adjustment As all	1. A, D	enables description of population	Integer	2014-2023	
Department of Labor (DOL)	Training Completed #3 (PIRL Element 1317)	4 = Yes 0 = No (Withdraw) Leave blank if the participant did not receive a third training service o Activity Data	Trade Adjustment As all	1. A, D	enables description of population	Integer	2014-2023	
Department of Labor (DOL)	Type of Training Service #1 (WIOA) (PIRL Element 1303)	01 = On the Job Training (non-WIOA Youth) 02 = Skill Upgrading 03 = Entrepreneurial Training (non-WICActivity Data	Trade Adjustment As all	1. A, D	enables description of population	Integer	2014-2023	
Department of Labor (DOL)	Type of Training Service #2 (WIOA) (PIRL Element 1310)	01 = On the Job Training (non-WIOA Youth) 02 = Skill Upgrading 03 = Entrepreneurial Training (non-WICActivity Data	Trade Adjustment As all	1. A, D	enables description of population	Integer	2014-2023	
Department of Labor (DOL)	Type of Training Service #3 (WIOA)(PIRL Element 1315)	01 = On the Job Training (non-WIOA Youth) 02 = Skill Upgrading 03 = Entrepreneurial Training (non-WICActivity Data	Trade Adjustment As all	1. A, D	enables description of population	Integer	2014-2023	
Wagner-Peyster - Matching Information - for Data Integration Hub only								
Department of Labor (DOL)	First name	First name of client PII	Wager-Peyster	all	Matching	matching variable	Integer	2014-2023
Department of Labor (DOL)	Last name	Last name of client PII	Wager-Peyster	all	Matching	matching variable	Integer	2014-2023
Department of Labor (DOL)	Date of Birth (PIRL Element 200)	Participant's date of birth. Demographics Data	Wager-Peyster	all	matching	matching variable	YYYYMMDD	2014-2023
Department of Labor (DOL)	SSN	SSN of client PII	Wager-Peyster	all	Matching	matching variable	Numeric	2014-2023
Wagner-Peyster - Demographic Information								
Department of Labor (DOL)	Birth year	Birth year of participant Demographics Data	Wager-Peyster	all	1. B	enables description of population; not directly on data dictionary. If possible, please co 2014-2023	Integer	2014-2023
Department of Labor (DOL)	American Indian / Alaska Native (PIRL Element 211)	1 = Yes 0 = No 9 = Participant did not self-identify Demographics Data	Wager-Peyster	all	1. B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Asian (PIRL Element 212)	1 = Yes 0 = No 9 = Participant did not self-identify Demographics Data	Wager-Peyster	all	1. B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Basic Skills Deficient/Low Levels of Literacy at Program Entry (PIRL Element 804)	If the participant is, at program entry: A ) youth, who has English reading, writing, or computing skills Demographics Data	Wager-Peyster	all	1. A, D, G; 2. H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Black / African American (PIRL Element 213)	1 = Yes 0 = No 9 = Participant did not self-identify Demographics Data	Wager-Peyster	all	1. B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Category Of Disability (PIRL Element 203)	1 = Physical/Chronic Health Condition 2 = Physical/Mobility Impairment 3 = Mental or Psychiatric DisalDemographics Data	Wager-Peyster	all	1. G; 2. H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	English Language Learner at Program Entry (PIRL Element 803)	If the participant, at program entry, is a person who has limited ability in speaking, reading, writing or iDemographics Data	Wager-Peyster	all	1. D; G; 2. H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Ethnicity: Hispanic / Latino (PIRL Element 210)	1 = Yes 0 = No 9 = Participant did not self-identify Demographics Data	Wager-Peyster	all	1. B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Ex-Offender Status at Program Entry (PIRL Element 801)	If the participant, at program entry, is a person who either (a) has been subject to any stage of the criDemographics Data	Wager-Peyster	all	1. G; 2. H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Foster Care Youth Status at Program Entry (PIRL Element 704)	If the participant, at program entry, is a person aged 24 or under who is currently in foster care or h Demographics Data	Wager-Peyster	all	1. G; 2. H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Homeless participant, Homeless Children and Youths, or Runaway Youth at Program Entry (PIRIf the participant, at program entry: (a) Lacks a fixed, regular, and adequate nighttime residence; this iDemographics Data	Wager-Peyster	all	1. G; 2. H	enables description of population and identification of risk factors	Integer	2014-2023	
Department of Labor (DOL)	Individual with a Disability (PIRL Element 202)	If the participant indicates that he/she has any "disability", as defined in Section 312)(a) of the AmericaDemographics Data	Wager-Peyster	all	1. G; 2. H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Low Income Status at Program Entry (PIRL Element 802)	If the participant, at program entry, is a person who: (a) Receives, or in the 6 months prior to applicatiDemographics Data	Wager-Peyster	all	1. G; 2. H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Native Hawaiian / Other Pacific Islander (PIRL Element 214)	1 = Yes 0 = No 9 = Participant did not self-identify Demographics Data	Wager-Peyster	all	1. B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	School Status at Program Entry (PIRL Element 409)	1 = In-school, secondary school or less 2 = In-school, Alternative School 3 = In-school, PostsecondaryDemographics Data	Wager-Peyster	all	1. A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Sex (PIRL Element 201)	1 = Male 2 = Female 9 = Participant did not self-identify Demographics Data	Wager-Peyster	all	1. B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Single Parent at Program Entry (PIRL Element 806)	If the participant, at program entry, is single, separated, divorced or a widowed individual who has priDemographics Data	Wager-Peyster	all	1. G; 2. H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	White (PIRL Element 215)	1 = Yes 0 = No 9 = Participant did not self-identify Demographics Data	Wager-Peyster	all	1. B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Zip Code of Residence (PIRL Element 103)	5-digit zip code of the primary domicile of the participant. Activity Data	Wager-Peyster	all	matching	matching variable	Numeric	2014-2023
Department of Labor (DOL)	County Code of Residence (PIRL Element 102)	3-digit FIPS Code of the County of the primary domicile of the participant. Activity Data	Wager-Peyster	all	1. C	enables description of population	Numeric	2014-2023
Wagner-Peyster - Program Information								
Department of Labor (DOL)	Accountability Exit Status (PIRL Element 935)	1 = Invalid SSN or failed to disclosed SSN 2 = Retirement 0 or Blank = None of the above conditions ap Activity Data	Wager-Peyster	all	matching	matching variable	Integer	2014-2023
Department of Labor (DOL)	Apprenticeship Program (PIRL Element 931)	If the participant entered into a Registered Apprenticeship Program (RAP) or if the participant was aActivity Data	Wager-Peyster	all	1. A, D, 2. I	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Date of Program Entry (PIRL Element 900)	The date on which an individual became a participant as referenced in 20 CFR 677.150 satisfying appliActivity Data	Wager-Peyster	all	1. A, D; 2. I	enables description of population and identification of risk factors	YYYYMMDD	2014-2023
Department of Labor (DOL)	Date of Program Exit (PIRL Element 901)	The last date the participant received services that are not self-service, information-only, or follow up Activity Data	Wager-Peyster	all	1. A, D; 2. I	enables description of population and identification of risk factors	YYYYMMDD	2014-2023
Department of Labor (DOL)	Economic/Labor Market Area and Physical Location Code	The code (maximum of 9-digits) of the economic/labor market area and physical location in which the Activity Data	Wager-Peyster	all		Numeric	2014-2023	
Department of Labor (DOL)	Indian and Native American Programs (PIRL Element 913)	If the participant received services under WIOA Title I-D, Section 156 (USC 49 et seq.) OR if the individuActivity Data	Wager-Peyster	all	1. B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Individual With A Disability LSMHA Services (PIRL Element 205)	If the participant has received services funded by a local or state mental health agency (LSMHA). 1 = LActivity Data	Wager-Peyster	all	1. G; 2. H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Other Reasons for Exit (PIRL Element 923)	01 = Institutionalized 02 = Health/Medical 03 = Deceased Activity Data	Wager-Peyster	all	1. A, D, G; 2. H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Other WIOA or Non-WIOA Programs (PIRL Element 922)	If the participant received employment and training (E&T) services from the Supplemental Nutrition AActivity Data	Wager-Peyster	all	1. A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Wagner-Peyster Employment Service (PIRL Element 918)	If the participant received services under the Wager-Peyster Act (20 USC 49 et seq.) OR if the individuActivity Data	Wager-Peyster	all	1. A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	WIOA Adult Participant (PIRL Element 903)	1 = Yes, Local Formula 2 = Yes, Statewide 3 = Yes, Both Local Formula and Statewide 4 = Reportable IndActivity Data	Wager-Peyster	all	1. A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	WIOA Dislocated Worker Participant (PIRL Element 904)	1 = Yes, Local Formula 2 = Yes, Statewide 3 = Yes, Both Local Formula and Statewide 4 = Reportable IndActivity Data	Wager-Peyster	all	1. A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	WIOA Youth Participant (PIRL Element 905)	1 = Yes, Local Formula 2 = Yes, Statewide 3 = Yes, Both Local Formula and Statewide 4 = Reportable IndActivity Data	Wager-Peyster	all	1. A, D	enables description of population	Integer	2014-2023
WIOA Adult - Matching Information - for Data Integration Hub only								
Department of Labor (DOL)	First name	First name of client PII	WIOA Adult	all	Matching	matching variable	Integer	2014-2023
Department of Labor (DOL)	Last name	Last name of client PII	WIOA Adult	all	Matching	matching variable	Integer	2014-2023
Department of Labor (DOL)	Date of Birth (PIRL Element 200)	Participant's date of birth. Demographics Data	WIOA Adult	all	matching	matching variable	YYYYMMDD	2014-2023
Department of Labor (DOL)	SSN	SSN of client PII	WIOA Adult	all	Matching	matching variable	Numeric	2014-2023

Department of Labor (DOL)	Birth year	Birth year of individual	Demographics Data	WIOA Adult	all	1, 8	enables description of population; not directly on data dictionary. If possible, please convert from Date of Birth and provide, considering Date of Birth might be too sensitive / personally re-identifiable		2014-2023
Department of Labor (DOL)	County Code of Residence (PIRL Element 102)	3-digit FIPS Code of the County of the primary domicile of the participant.	Activity Data	WIOA Adult	all	1, C	enables description of population	Numeric	2014-2023
Department of Labor (DOL)	Zip Code of Residence (PIRL Element 103)	5-digit zip code of the primary domicile of the participant.	Activity Data	WIOA Adult	all	1, C	enables description of population	Numeric	2014-2023
Department of Labor (DOL)	American Indian / Alaska Native (PIRL Element 211)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographics Data	WIOA Adult	all	1, B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Asian (PIRL Element 212)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographics Data	WIOA Adult	all	1, B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Basic Skills Deficient/Low Levels of Literacy at Program Entry (PIRL Element 804)	If the participant is, at program entry: A) a youth, who has English reading, writing, or computing skills	Demographics Data	WIOA Adult	all	1, A, D, G, 2, H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Black / African American (PIRL Element 213)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographics Data	WIOA Adult	all	1, B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Category Of Disability (PIRL Element 203)	1 = Physical/Chronic Health Condition 2 = Physical/Mobility Impairment 3 = Mental or Psychiatric Disal	Demographics Data	WIOA Adult	all	1, G, 2, H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	English Language Learner at Program Entry (PIRL Element 803)	If the participant, at program entry, is a person who has limited ability in speaking, reading, writing or i	Demographics Data	WIOA Adult	all	1, D, G, 2, H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Ethnicity: Hispanic / Latino (PIRL Element 210)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographics Data	WIOA Adult	all	1, B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Ex-Offender Status at Program Entry (PIRL Element 801)	If the participant, at program entry, is a person who either (a) has been subject to any stage of the crim	Demographics Data	WIOA Adult	all	1, G, 2, H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Foster Care Youth Status at Program Entry (PIRL Element 704)	If the participant, at program entry, is a person aged 24 or under who is currently in foster care or has	Demographics Data	WIOA Adult	all	1, G, 2, H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Homeless participant, Homeless Children and Youths, or Runaway Youth at Program Entry (PIRIf	If the participant, at program entry: (a) Lacks a fixed, regular, and adequate nighttime residence; this i	Demographics Data	WIOA Adult	all	1, G, 2, H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Individual with a Disability (PIRL Element 202)	If the participant indicates that he/she has any "disability", as defined in Section 3(2)(a) of the America	Demographics Data	WIOA Adult	all	1, G, 2, H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Low Income Status at Program Entry (PIRL Element 802)	If the participant, at program entry, is a person who: (a) Receives, or in the 6 months prior to applica	Demographics Data	WIOA Adult	all	1, G, 2, H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Migrant and Seasonal Farmworker Status (PIRL Element 808)	1 = Seasonal Farmworker Adult 2 = Migrant Farmworker Adult 3= MSFW Youth 4= Dependent Adult 5=	Demographics Data	WIOA Adult	all	1, A, D, G, 2, H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Native Hawaiian / Other Pacific Islander (PIRL Element 214)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographics Data	WIOA Adult	all	1, B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Other Public Assistance Recipient (PIRL Element 604)	If the participant is a person who is receiving or has received cash assistance or other support services	Demographics Data	WIOA Adult	all	1, G, 2, H	enables description of population	Integer	2014-2023
Department of Labor (DOL)	School Status at Program Entry (PIRL Element 409)	1 = In-school, secondary school or less 2 = In-school, Alternative School 3 = In-school, Postsecondary	sDemographics Data	WIOA Adult	all	1, A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Sex (PIRL Element 201)	1 = Male 2 = Female 9 = Participant did not self-identify	Demographics Data	WIOA Adult	all	1, B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	White (PIRL Element 215)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographics Data	WIOA Adult	all	1, B	enables description of population	Integer	2014-2023
<b>WIOA Adult - Program Information</b>									
Department of Labor (DOL)	Accountability Exit Status (PIRL Element 935)	1 = Invalid SSN or failed to disclosed SSN 2 = Retirement 0 or Blank = None of the above conditions ap	Activity Data	WIOA Adult	all	matching	matching variable	Integer	2014-2023
Department of Labor (DOL)	Adult Education (PIRL Element 910)	If the participant received services under WIOA Title II defined as academic instruction and education	Activity Data	WIOA Adult	all	1, A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Apprenticeship Program (PIRL Element 931)	1 If the participant entered into a Registered Apprenticeship Program (RAP) or if the participant was a	Activity Data	WIOA Adult	all	1, A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Date Completed, or Withdraw from, Training #1 (PIRL Element 1308)	The date when the participant completed training or withdrew permanently from training. If multiple Activity	Data	WIOA Adult	all	1, A, D, 2, I	enables description of population and identification of risk factors	YYYYMMDD	2014-2023
Department of Labor (DOL)	Date Completed, or Withdraw from, Training #2 (PIRL Element 1313)	The date when the participant completed training or withdrew permanently from training. If multiple Activity	Data	WIOA Adult	all	1, A, D, 2, I	enables description of population and identification of risk factors	YYYYMMDD	2014-2023
Department of Labor (DOL)	Date Completed, or Withdraw from, Training #3 (PIRL Element 1318)	The date when the participant completed training or withdrew permanently from training. If multiple Activity	Data	WIOA Adult	all	1, A, D, 2, I	enables description of population and identification of risk factors	YYYYMMDD	2014-2023
Department of Labor (DOL)	Date Entered Training #1 (WIOA)(PIRL Element 1302)	The date on which the participant's first training service actually began. Leave blank if the participant	Activity Data	WIOA Adult	all	1, A, D, 2, I	enables description of population and identification of risk factors	YYYYMMDD	2014-2023
Department of Labor (DOL)	Date Entered Training #2 (PIRL Element 1309)	The date on which the participant's second training service actually began. Leave blank if the particip	Activity Data	WIOA Adult	all	1, A, D, 2, I	enables description of population and identification of risk factors	YYYYMMDD	2014-2023
Department of Labor (DOL)	Date Entered Training #3 (PIRL Element 1314)	The date on which the participant's third training service actually began. If the participant received m	Activity Data	WIOA Adult	all	1, A, D, 2, I	enables description of population and identification of risk factors	YYYYMMDD	2014-2023
Department of Labor (DOL)	Economic/Labor Market Area and Physical Location Code	The code (maximum of 9-digits) of the economic/labor market area and physical location in which the Activity	Data	WIOA Adult	all			Numeric	2014-2023
Department of Labor (DOL)	Indian and Native American Programs (PIRL Element 913)	If the participant received services under WIOA Title I-D, Section 166 OR if the individual has demonstr	Activity Data	WIOA Adult	all	1, B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Other Reasons for Exit (PIRL Element 923)	01 = Institutionalized 02 = Health/Medical 03 = Deceased	Activity Data	WIOA Adult	all	1, A, D, G, 2, H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Received Training (WIOA)(PIRL Element 1300)	1 = Yes 0 = No	Activity Data	WIOA Adult	all	1, A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Received training from program(s) operated by the private sector (PIRL Element 1333)	1 = Yes (received training services from one or more programs operated by the private sector under W	Activity Data	WIOA Adult	all	1, A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Senior Community Service Employment Program (PIRL Element 920)	The 14 character grant number if the participant received services under Title V of the Older American	Activity Data	WIOA Adult	all	1, A, D	enables description of population	Numeric	2014-2023
Department of Labor (DOL)	Training Completed #1 (PIRL Element 1307)	4 = Yes 0 = No (Withdraw) Leave blank if the participant did not receive a first training service or t	Activity Data	WIOA Adult	all	1, A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Training Completed #2 (PIRL Element 1312)	4 = Yes 0 = No (Withdraw) Leave blank if the participant did not receive a second training service o	Activity Data	WIOA Adult	all	1, A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Training Completed #3 (PIRL Element 1317)	4 = Yes 0 = No (Withdraw) Leave blank if the participant did not receive a third training service or this	Activity Data	WIOA Adult	all	1, A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Type of Training Service #1 (WIOA)(PIRL Element 1303)	4 = On the Job Training (non-WIOA Youth), 02 = Skill Upgrading 03 = Entrepreneurial Training (non-WI	Activity Data	WIOA Adult	all	1, A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Type of Training Service #2 (WIOA)(PIRL Element 1310)	01 = On the Job Training (non-WIOA Youth) 02 = Skill Upgrading 03 = Entrepreneurial Training (non-WI	Activity Data	WIOA Adult	all	1, A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Type of Training Service #3 (WIOA)(PIRL Element 1315)	01 = On the Job Training (non-WIOA Youth) 02 = Skill Upgrading 03 = Entrepreneurial Training (non-WI	Activity Data	WIOA Adult	all	1, A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Type of Work Experience (PIRL Element 1205)	5 = Summer employment/internships during the summer (WIOA Youth) 2 = Employment opportunitie	Activity Data	WIOA Adult	all	1, A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	WIOA Adult Participant (PIRL Element 903)	1 = Yes, Local Formula 2 = Yes, Statewide 3 = Yes, Both Local Formula and Statewide 4 = Reportable In	Activity Data	WIOA Adult	all	1, A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	WIOA Dislocated Worker Participant (PIRL Element 904)	1 = Yes, Local Formula 2 = Yes, Statewide 3 = Yes, Both Local Formula and Statewide 4 = Reportable In	Activity Data	WIOA Adult	all	1, A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	WIOA Youth Participant (PIRL Element 905)	1 = Yes, Local Formula 2 = Yes, Statewide 3 = Yes, Both Local Formula and Statewide 4 = Reportable In	Activity Data	WIOA Adult	all	1, A, D	enables description of population	Integer	2014-2023
<b>WIOA Dislocated Workers - Matching - for Data Integration Hub only</b>									
Department of Labor (DOL)	First name	First name of client	PII	WIOA Dislocated wor	all	Matching	matching variable	Integer	2014-2023
Department of Labor (DOL)	Last name	Last name of client	PII	WIOA Dislocated wor	all	Matching	matching variable	Integer	2014-2023
Department of Labor (DOL)	Date of Birth (PIRL Element 200)	Participant's date of birth.	Demographics Data	WIOA Dislocated wor	all	matching	matching variable	YYYYMMDD	2014-2023
Department of Labor (DOL)	SSN	SSN of client	PII	WIOA Dislocated wor	all	Matching	matching variable	Numeric	2014-2023
<b>WIOA Dislocated Workers - Demographics</b>									
Department of Labor (DOL)	Birth year	Birth year of individual	Demographics Data	WIOA Dislocated workers	1, 8	enables description of population; not directly on data dictionary. If possible, please convert from Date of Birth and provide, considering Date of Birth might be too sensitive / personally re-identifiable			2014-2023
Department of Labor (DOL)	County Code of Residence (PIRL Element 102)	3-digit FIPS Code of the County of the primary domicile of the participant.	Activity Data	WIOA Dislocated wor	all	1, B	enables description of population	Numeric	2014-2023
Department of Labor (DOL)	Zip Code of Residence (PIRL Element 103)	5-digit zip code of the primary domicile of the participant.	Activity Data	WIOA Dislocated wor	all	matching	matching variable	Numeric	2014-2023
Department of Labor (DOL)	American Indian / Alaska Native (PIRL Element 211)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographics Data	WIOA Dislocated wor	all	1, B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Asian (PIRL Element 212)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographics Data	WIOA Dislocated wor	all	1, B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Basic Skills Deficient/Low Levels of Literacy at Program Entry (PIRL Element 804)	If the participant is, at program entry: A) a youth, who has English reading, writing, or computing skills	Demographics Data	WIOA Dislocated wor	all	1, A, D, G, 2, H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Black / African American (PIRL Element 213)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographics Data	WIOA Dislocated wor	all	1, B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Category Of Disability (PIRL Element 203)	1 = Physical/Chronic Health Condition 2 = Physical/Mobility Impairment 3 = Mental or Psychiatric Disal	Demographics Data	WIOA Dislocated wor	all	1, G, 2, H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	English Language Learner at Program Entry (PIRL Element 803)	If the participant, at program entry, is a person who has limited ability in speaking, reading, writing or i	Demographics Data	WIOA Dislocated wor	all	1, D, G, 2, H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Ethnicity: Hispanic / Latino (PIRL Element 210)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographics Data	WIOA Dislocated wor	all	1, B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Ex-Offender Status at Program Entry (PIRL Element 801)	If the participant, at program entry, is a person who either (a) has been subject to any stage of the crim	Demographics Data	WIOA Dislocated wor	all	1, G, 2, H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Foster Care Youth Status at Program Entry (PIRL Element 704)	If the participant, at program entry, is a person aged 24 or under who is currently in foster care or has	Demographics Data	WIOA Dislocated wor	all	1, G, 2, H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Homeless participant, Homeless Children and Youths, or Runaway Youth at Program Entry (PIRIf	If the participant, at program entry: (a) Lacks a fixed, regular, and adequate nighttime residence; this i	Demographics Data	WIOA Dislocated wor	all	1, G, 2, H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Individual with a Disability (PIRL Element 202)	If the participant indicates that he/she has any "disability", as defined in Section 3(2)(a) of the America	Demographics Data	WIOA Dislocated wor	all	1, G, 2, H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Low Income Status at Program Entry (PIRL Element 802)	If the participant, at program entry, is a person who: (a) Receives, or in the 6 months prior to applica	Demographics Data	WIOA Dislocated wor	all	1, G, 2, H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Migrant and Seasonal Farmworker Status (PIRL Element 808)	1 = Seasonal Farmworker Adult 2 = Migrant Farmworker Adult 3= MSFW Youth 4= Dependent Adult 5=	Demographics Data	WIOA Dislocated wor	all	1, A, D, G, 2, H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Native Hawaiian / Other Pacific Islander (PIRL Element 214)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographics Data	WIOA Dislocated wor	all	1, B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Other Public Assistance Recipient (PIRL Element 604)	If the participant is a person who is receiving or has received cash assistance or other support services	Demographics Data	WIOA Dislocated wor	all	1, G, 2, H	enables description of population	Integer	2014-2023

Department of Labor (DOL)	Sex (PIRL Element 201)	1 = Male 2 = Female 9 = Participant did not self-identify	Demographics Data	WIOA Dislocated woi	1. B	enables description of population	Integer	2014-2023
Department of Labor (DOL)	White (PIRL Element 215)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographics Data	WIOA Dislocated woi	1. B	enables description of population	Integer	2014-2023
<b>WIOA Dislocated Workers - Program Information</b>								
Department of Labor (DOL)	Accountability Exit Status (PIRL Element 935)	1 = Invalid SSN or failed to disclosed SSN 2 = Retirement 0 or Blank = None of the above conditions or Activity Data	WIOA Dislocated woi	matching			Integer	2014-2023
Department of Labor (DOL)	Adult Education (PIRL Element 910)	If the participant received services under WIOA Title II defined as academic instruction and education Activity Data	WIOA Dislocated woi	1. A, D		enables description of population	Integer	2014-2023
Department of Labor (DOL)	Apprenticeship Program (PIRL Element 931)	1 If the participant entered into a Registered Apprenticeship Program (RAP) or if the participant was Activity Data	WIOA Dislocated woi	1. A, D		enables description of population	Integer	2014-2023
Department of Labor (DOL)	Date Completed, or Withdraw from, Training #1 (PIRL Element 1308)	The date when the participant completed training or withdrew permanently from training. If multiple Activity Data	WIOA Dislocated woi	1. A, D; 2. I		enables description of population and identification of risk factors	YYYYMMDD	2014-2023
Department of Labor (DOL)	Date Completed, or Withdraw from, Training #2 (PIRL Element 1313)	The date when the participant completed training or withdrew permanently from training. If multiple Activity Data	WIOA Dislocated woi	1. A, D; 2. I		enables description of population and identification of risk factors	YYYYMMDD	2014-2023
Department of Labor (DOL)	Date Completed, or Withdraw from, Training #3 (PIRL Element 1318)	The date when the participant completed training or withdrew permanently from training. If multiple Activity Data	WIOA Dislocated woi	1. A, D; 2. I		enables description of population and identification of risk factors	YYYYMMDD	2014-2023
Department of Labor (DOL)	Date Entered Training #1 (WIOA)(PIRL Element 1302)	The date on which the participant's first training service actually began. Leave blank if the participant Activity Data	WIOA Dislocated woi	1. A, D; 2. I		enables description of population and identification of risk factors	YYYYMMDD	2014-2023
Department of Labor (DOL)	Date Entered Training #2 (PIRL Element 1309)	The date on which the participant's second training service actually began. Leave blank if the participActivity Data	WIOA Dislocated woi	1. A, D; 2. I		enables description of population and identification of risk factors	YYYYMMDD	2014-2023
Department of Labor (DOL)	Date Entered Training #3 (PIRL Element 1314)	The date on which the participant's third training service actually began. If the participant received mActivity Data	WIOA Dislocated woi	1. A, D; 2. I		enables description of population and identification of risk factors	YYYYMMDD	2014-2023
Department of Labor (DOL)	Economic/Labor Market Area and Physical Location Code	The code (maximum of 9-digits) of the economic/labor market area and physical location in which the Activity Data	WIOA Dislocated woi				Numeric	2014-2023
Department of Labor (DOL)	Indian and Native American Programs (PIRL Element 913)	Indian and Native American Programs (PIRL Element 913)	WIOA Dislocated woi	1. B		enables description of population	Integer	2014-2023
Department of Labor (DOL)	Occupational Skills Training Code #1 (PIRL Element 1306)	8 digit O*NET SOC 2019 taxonomy occupational code (database version 25.1 or later) that matches theActivity Data	WIOA Dislocated woi	1. D		enables description of population	Numeric	2014-2023
Department of Labor (DOL)	Occupational Skills Training Code #2 (PIRL Element 1311)	8 digit O*NET SOC 2019 taxonomy occupational code (database version 25.1 or later) that matches theActivity Data	WIOA Dislocated woi	1. D		enables description of population	Numeric	2014-2023
Department of Labor (DOL)	Occupational Skills Training Code #3 (PIRL Element 1316)	8 digit O*NET SOC 2019 taxonomy occupational code (database version 25.1 or later) that matches theActivity Data	WIOA Dislocated woi	1. D		enables description of population	Numeric	2014-2023
Department of Labor (DOL)	Other Reasons for Exit (PIRL Element 923)	01 = Institutionalized 02 = Health/Medical 03 = Deceased Activity Data	WIOA Dislocated woi	1. A, D; G; 2. H		enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Received Training (WIOA)(PIRL Element 1300)	1 = Yes 0 = No Activity Data	WIOA Dislocated woi	1. A, D		enables description of population	Integer	2014-2023
Department of Labor (DOL)	Received training from program(s) operated by the private sector (PIRL Element 1333)	1 = Yes (received training services from one or more programs operated by the private sector under WActivity Data	WIOA Dislocated woi	1. A, D		enables description of population	Integer	2014-2023
Department of Labor (DOL)	Senior Community Service Employment Program (PIRL Element 920)	The 14 character grant number if the participant received services under Title V of the Older AmericanActivity Data	WIOA Dislocated woi	1. A, D		enables description of population	Numeric	2014-2023
Department of Labor (DOL)	Training Completed #1 (PIRL Element 1307)	4 = Yes 0 = No (Withdraw) Leave blank if the participant did not receive a first training service or t Activity Data	WIOA Dislocated woi	1. A, D		enables description of population	Integer	2014-2023
Department of Labor (DOL)	Training Completed #2 (PIRL Element 1312)	4 = Yes 0 = No (Withdraw) Leave blank if the participant did not receive a second training service o Activity Data	WIOA Dislocated woi	1. A, D		enables description of population	Integer	2014-2023
Department of Labor (DOL)	Training Completed #3 (PIRL Element 1317)	4 = Yes 0 = No (Withdraw) Leave blank if the participant did not receive a third training service or this Activity Data	WIOA Dislocated woi	1. A, D		enables description of population	Integer	2014-2023
Department of Labor (DOL)	Type of Training Service #1 (WIOA)(PIRL Element 1303)	04 = On the Job Training (non-WIOA Youth) 02 = Skill Upgrading 03 = Entrepreneurial Training (non-WIOActivity Data	WIOA Dislocated woi	1. A, D		enables description of population	Integer	2014-2023
Department of Labor (DOL)	Type of Training Service #2 (WIOA)(PIRL Element 1310)	01 = On the Job Training (non-WIOA Youth) 02 = Skill Upgrading 03 = Entrepreneurial Training (non-WKActivity Data	WIOA Dislocated woi	1. A, D		enables description of population	Integer	2014-2023
Department of Labor (DOL)	Type of Training Service #3 (WIOA)(PIRL Element 1315)	01 = On the Job Training (non-WIOA Youth) 02 = Skill Upgrading 03 = Entrepreneurial Training (non-WKActivity Data	WIOA Dislocated woi	1. A, D		enables description of population	Integer	2014-2023
Department of Labor (DOL)	Type of Work Experience (PIRL Element 1205)	5 = Summer employment/internships during the summer (WIOA Youth) 2 = Employment opportuniteActivity Data	WIOA Dislocated woi	1. A, D		enables description of population	Integer	2014-2023
Department of Labor (DOL)	WIOA Adult Participant (PIRL Element 903)	1 = Yes, Local Formula 2 = Yes, Statewide 3 = Yes, Both Local Formula and Statewide 4 = Reportable IndActivity Data	WIOA Dislocated woi	1. A, D		enables description of population	Integer	2014-2023
Department of Labor (DOL)	WIOA Dislocated Worker Participant (PIRL Element 904)	1 = Yes, Local Formula 2 = Yes, Statewide 3 = Yes, Both Local Formula and Statewide 4 = Reportable IndActivity Data	WIOA Dislocated woi	1. A, D		enables description of population	Integer	2014-2023
Department of Labor (DOL)	WIOA Youth Participant (PIRL Element 905)	1 = Yes, Local Formula 2 = Yes, Statewide 3 = Yes, Both Local Formula and Statewide 4 = Reportable IndActivity Data	WIOA Dislocated woi	1. A, D		enables description of population	Integer	2014-2023
<b>WIOA Youth - Matching Information - for Data Integration Hub only</b>								
Department of Labor (DOL)	First name	First name of client	PII	WIOA Youth	all	Matching	matching variable	Integer
Department of Labor (DOL)	Last name	Last name of client	PII	WIOA Youth	all	Matching	matching variable	Integer
Department of Labor (DOL)	Date of Birth (PIRL Element 200)	Participant's date of birth.	Demographics Data	WIOA Youth	all	Matching	matching variable	Integer
Department of Labor (DOL)	SSN	SSN of client	PII	WIOA Youth	all	Matching	matching variable	Numeric
<b>WIOA Youth - Demographic Information</b>								
Department of Labor (DOL)	Birth year	Birth year of individual	Demographics Data	WIOA Youth	1.B	enables description of population; not directly on data dictionary. If possible, please convert from Date of Birth and provide, considering Date of Birth might be too sensitive / personally re-identifiable		2014-2023
Department of Labor (DOL)	County Code of Residence (PIRL Element 102)	3-digit FIPS Code of the County of the primary domicile of the participant.	Activity Data	WIOA Youth	all	1. C	enables description of population	Numeric
Department of Labor (DOL)	Zip Code of Residence (PIRL Element 103)	5-digit zip code of the primary domicile of the participant.	Activity Data	WIOA Youth	all	1. C	matching variable	Numeric
Department of Labor (DOL)	American Indian / Alaska Native (PIRL Element 211)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographics Data	WIOA Youth	all	1. B	enables description of population	Integer
Department of Labor (DOL)	Asian (PIRL Element 212)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographics Data	WIOA Youth	all	1. B	enables description of population	Integer
Department of Labor (DOL)	Basic Skills Deficient/Low Levels of Literacy at Program Entry (PIRL Element 804)	If the participant is, at program entry: A) a youth, who has English reading, writing, or computing skills Demographics Data	WIOA Youth	all	1. A, D; G; 2. H		enables description of population and identification of risk factors	Integer
Department of Labor (DOL)	Black / African American (PIRL Element 213)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographics Data	WIOA Youth	all	1. B	enables description of population	Integer
Department of Labor (DOL)	Category Of Disability (PIRL Element 203)	1 = Physical/Chronic Health Condition 2 = Physical/Mobility Impairment 3 = Mental or Psychiatric DisDemographics Data	WIOA Youth	all	1. G; 2. H		enables description of population and identification of risk factors	Integer
Department of Labor (DOL)	English Language Learner at Program Entry (PIRL Element 803)	If the participant, at program entry, is a person who has limited ability in speaking, reading, writing or Demographics Data	WIOA Youth	all	1. D; G; 2. H		enables description of population and identification of risk factors	Integer
Department of Labor (DOL)	Ethnicity: Hispanic / Latino (PIRL Element 210)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographics Data	WIOA Youth	all	1. B	enables description of population	Integer
Department of Labor (DOL)	Ex-Offender Status at Program Entry (PIRL Element 801)	If the participant, at program entry, is a person who either (a) has been subject to any stage of the crimDemographics Data	WIOA Youth	all	1. G; 2. H		enables description of population and identification of risk factors	Integer
Department of Labor (DOL)	Foster Care Youth Status at Program Entry (PIRL Element 704)	If the participant, at program entry, is a person aged 24 or under who is currently in foster care or has Demographics Data	WIOA Youth	all	1. G; 2. H		enables description of population and identification of risk factors	Integer
Department of Labor (DOL)	Homeless participant, Homeless Children and Youths, or Runaway Youth at Program Entry (PIRIRL the participant, at program entry: (a) Lacks a fixed, regular, and adequate nighttime residence; this rDemographics Data	WIOA Youth	all	1. G; 2. H		enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Individual with a Disability (PIRL Element 202)	If the participant indicates that he/she has any "disability", as defined in Section 3(2)(a) of the AmericaDemographics Data	WIOA Youth	all	1. G; 2. H		enables description of population and identification of risk factors	Integer
Department of Labor (DOL)	Low Income Status at Program Entry (PIRL Element 802)	If the participant, at program entry, is a person who: (a) Receives, or in the 6 months prior to applicatDemographics Data	WIOA Youth	all	1. G; 2. H		enables description of population and identification of risk factors	Integer
Department of Labor (DOL)	Migrant and Seasonal Farmworker Status (PIRL Element 808)	1 = Seasonal Farmworker Adult 2 = Migrant Farmworker Adult 3= MSFW Youth 4= Dependent Adult. 5=Demographics Data	WIOA Youth	all	1. A, D; G; 2. H		enables description of population and identification of risk factors	Integer
Department of Labor (DOL)	Native Hawaiian / Other Pacific Islander (PIRL Element 214)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographics Data	WIOA Youth	all	1. B	enables description of population	Integer
Department of Labor (DOL)	Other Public Assistance Recipient (PIRL Element 604)	If the participant is a person who is receiving or has received cash assistance or other support servicesDemographics Data	WIOA Youth	all	1. G; 2. H		enables description of population	Integer
Department of Labor (DOL)	School Status at Program Entry (PIRL Element 409)	1 = In-school, secondary school or less 2 = In-school, Alternative School 3 = In-school, Postsecondary + Demographics Data	WIOA Youth	all	1. A, D		enables description of population	Integer
Department of Labor (DOL)	Sex (PIRL Element 201)	1 = Male 2 = Female 9 = Participant did not self-identify	Demographics Data	WIOA Youth	all	1. B	enables description of population	Integer
Department of Labor (DOL)	White (PIRL Element 215)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographics Data	WIOA Youth	all	1. B	enables description of population	Integer
<b>WIOA Youth - Program Information</b>								
Department of Labor (DOL)	Accountability Exit Status (PIRL Element 935)	1 = Invalid SSN or failed to disclosed SSN 2 = Retirement 0 or Blank = None of the above conditions ap Activity Data	WIOA Youth	all	matching		Integer	2014-2023
Department of Labor (DOL)	Adult Education (PIRL Element 910)	If the participant received services under WIOA Title II defined as academic instruction and education Activity Data	WIOA Youth	all	1. A, D		Integer	2014-2023
Department of Labor (DOL)	Apprenticeship Program (PIRL Element 931)	1 If the participant entered into a Registered Apprenticeship Program (RAP) or if the participant was Activity Data	WIOA Youth	all	1. A, D		Integer	2014-2023
Department of Labor (DOL)	Date Completed, or Withdraw from, Training #1 (PIRL Element 1308)	The date when the participant completed training or withdrew permanently from training. If multiple Activity Data	WIOA Youth	all	1. A, D; 2. I		YYYYMMDD	2014-2023
Department of Labor (DOL)	Date Completed, or Withdraw from, Training #2 (PIRL Element 1313)	The date when the participant completed training or withdrew permanently from training. If multiple Activity Data	WIOA Youth	all	1. A, D; 2. I		YYYYMMDD	2014-2023
Department of Labor (DOL)	Date Completed, or Withdraw from, Training #3 (PIRL Element 1318)	The date when the participant completed training or withdrew permanently from training. If multiple Activity Data	WIOA Youth	all	1. A, D; 2. I		YYYYMMDD	2014-2023
Department of Labor (DOL)	Date Entered Training #1 (WIOA)(PIRL Element 1302)	The date on which the participant's first training service actually began. Leave blank if the participant Activity Data	WIOA Youth	all	1. A, D; 2. I		YYYYMMDD	2014-2023
Department of Labor (DOL)	Date Entered Training #2 (PIRL Element 1309)	The date on which the participant's second training service actually began. Leave blank if the participActivity Data	WIOA Youth	all	1. A, D; 2. I		YYYYMMDD	2014-2023
Department of Labor (DOL)	Date Entered Training #3 (PIRL Element 1314)	The date on which the participant's third training service actually began. If the participant received mActivity Data	WIOA Youth	all	1. A, D; 2. I		YYYYMMDD	2014-2023
Department of Labor (DOL)	Date of Completion of Youth Services (PIRL Element 1416)	The date the participant received their last service in the WIOA Youth program other than follow-up sActivity Data	WIOA Youth	all	1. A, D; 2. I		YYYYMMDD	2014-2023
Department of Labor (DOL)	Date of Program Entry (PIRL Element 900)	The date on which an individual became a participant as referenced in 20 CFR 677.150 satisfying appliActivity Data	WIOA Youth	all	1. A, D; 2. I		YYYYMMDD	2014-2023
Department of Labor (DOL)	Date of Program Exit (PIRL Element 901)	The last date the participant received services that are not self-service, information-only, or follow up Activity Data	WIOA Youth	all	1. A, D; 2. I		YYYYMMDD	2014-2023
Department of Labor (DOL)	Economic/Labor Market Area and Physical Location Code	The code (maximum of 9-digits) of the economic/labor market area and physical location in which the Activity Data	WIOA Youth	all	1. A, D		Numeric	2014-2023
Department of Labor (DOL)	Indian and Native American Programs (PIRL Element 913)	If the participant received services under WIOA Title I-D, Section 166 OR if the individual has demonstrActivity Data	WIOA Youth	all	1. D		Integer	2014-2023
Department of Labor (DOL)	Occupational Skills Training Code #1 (PIRL Element 1306)	8 digit O*NET SOC 2019 taxonomy occupational code (database version 25.1 or later) that matches theActivity Data	WIOA Youth	all	1. D		Numeric	2014-2023

Department of Labor (DOL)	Occupational Skills Training Code #2 (PIRL Element 1311)	8 digit O*NET SOC 2019 taxonomy occupational code (database version 25.1 or later) that matches the	Activity Data	WIOA Youth	all	1, D	enables description of population	Numeric	2014-2023
Department of Labor (DOL)	Occupational Skills Training Code #3 (PIRL Element 1316)	8 digit O*NET SOC 2019 taxonomy occupational code (database version 25.1 or later) that matches the	Activity Data	WIOA Youth	all	1, D	enables description of population	Numeric	2014-2023
Department of Labor (DOL)	Other Reasons for Exit (PIRL Element 923)	01 = Institutionalized 02 = Health/Medical 03 = Deceased	Activity Data	WIOA Youth	all	1, A, D, G, 2, H	enables description of population and identification of risk factors	Integer	2014-2023
Department of Labor (DOL)	Received Training (WIOA)(PIRL Element 1300)	1 = Yes 0 = No	Activity Data	WIOA Youth	all	1, A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Received training from program(s) operated by the private sector (PIRL Element 1333)	1 = Yes (received training services from one or more programs operated by the private sector under W	Activity Data	WIOA Youth	all	1, A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Training Completed #1 (PIRL Element 1307)	4 = Yes 0 = No (Withdraw) Leave blank if the participant did not receive a first training service or t	Activity Data	WIOA Youth	all	1, A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Training Completed #2 (PIRL Element 1312)	4 = Yes 0 = No (Withdraw) Leave blank if the participant did not receive a second training service o	Activity Data	WIOA Youth	all	1, A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Training Completed #3 (PIRL Element 1317)	4 = Yes 0 = No (Withdraw) Leave blank if the participant did not receive a third training service or this	Activity Data	WIOA Youth	all	1, A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Type of Training Service #1 (WIOA) (PIRL Element 1303)	4 = On the Job Training (non-WIOA Youth), 02 = Skill Upgrading 03 = Entrepreneurial Training (non-WIC	Activity Data	WIOA Youth	all	1, A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Type of Training Service #2 (WIOA) (PIRL Element 1310)	01 = On the Job Training (non-WIOA Youth) 02 = Skill Upgrading 03 = Entrepreneurial Training (non-WIC	Activity Data	WIOA Youth	all	1, A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Type of Training Service #3 (WIOA) (PIRL Element 1315)	01 = On the Job Training (non-WIOA Youth) 02 = Skill Upgrading 03 = Entrepreneurial Training (non-WIC	Activity Data	WIOA Youth	all	1, A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	Type of Work Experience (PIRL Element 1205)	5 = Summer employment/internships during the summer (WIOA Youth) 2 = Employment opportunitie	Activity Data	WIOA Youth	all	1, A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	WIOA Adult Participant (PIRL Element 903)	1 = Yes, Local Formula 2 = Yes, Statewide 3 = Yes, Both Local Formula and Statewide 4 = Reportable Ind	Activity Data	WIOA Youth	all	1, A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	WIOA Dislocated Worker Participant (PIRL Element 904)	1 = Yes, Local Formula 2 = Yes, Statewide 3 = Yes, Both Local Formula and Statewide 4 = Reportable Ind	Activity Data	WIOA Youth	all	1, A, D	enables description of population	Integer	2014-2023
Department of Labor (DOL)	WIOA Youth Participant (PIRL Element 905)	1 = Yes, Local Formula 2 = Yes, Statewide 3 = Yes, Both Local Formula and Statewide 4 = Reportable Ind	Activity Data	WIOA Youth	all	1, A, D	enables description of population	Integer	2014-2023

P20 WIN DATA SHARING AGREEMENT EXHIBIT A – DATA ELEMENTS FOR PROJECT

Attachment A: Provide the name of each element from each data source including elements needed to link data sets. Identify the

Attachment B: Provide a crosswalk for each data element requested and describe how it relates to the purpose of the query. List

P20 WIN Query Number: 0043b

Target population: We are requesting data for individuals who are/were between, and inclusive of, the ages of 14 and 26 years old at any point between Jan 1, 2014, and Dec 31, 2023. For each individual, we are requesting data starting from January 1, 2014, or the earliest data point record available for each individual.

Source Agency (Agency that possesses the element in question)	Data Element Name (Provide the name that is desired in the column header)	Definition	Data category	Program	Code Set value	Related Research / Policy Question	Explain how this element relates to the Research Question	Data Type	Years requested
Matching information - For Data Integration Hub Only									
Department of L: First Initial	First Initial of Employee	PII	Unemployment Insurance (UI)	all	matching	matching variable		Integer	Q1 14 - Q4 23
Department of L: Last Name	Last Name of Employee	PII	Unemployment Insurance (UI)	all	matching	matching variable		Integer	Q1 14 - Q4 23
Department of L: SSN	SSN of Employee	PII	Unemployment Insurance (UI)	all	matching	matching variable		Numeric	Q1 14 - Q4 23
Wage - Demographics									
Department of L: Birth Year	Birth year of employee	Employment	Unemployment Insurance (UI)	all	1. A	enables description of population		YYYY	Q1 14 - Q4 23
Wage Information									
Department of L: NAICS Code	Industry Code of Employer Paying Highest Wage	Employment	Unemployment Insurance (UI)	all	1. D	enables description of population		Numeric	Q1 14 - Q4 23
Department of L: Quarter	Quarter in which wages were received	Employment	Unemployment Insurance (UI)	all	1. A, D; 2. I	enables description of population and identification of risk factors		Numeric	Q1 14 - Q4 23
Department of L: Wage	Total wages paid by all employers in Quarter	Employment	Unemployment Insurance (UI)	all	1. A, D	enables description of population and identification of risk factors		Numeric	Q1 14 - Q4 23
Department of L: Year	Year in which wages were received	Employment	Unemployment Insurance (UI)	all	1. A, D; 2. I	enables description of population and identification of risk factors		Numeric	Q1 14 - Q4 23
Unemployment Insurance Benefits - Claimant Demographics									
Department of L: GENDER	Claimant's gender	Employment	Unemployment Insurance (UI)	all	1. A, D; 2. I	enables description of population and identification of risk factors		Integer	Q1 14 - Q4 23
Department of L: MARITAL_STATUS	Claimant's marital status	Employment	Unemployment Insurance (UI)	all	1. A, D; 2. I	enables description of population and identification of risk factors		Integer	Q1 14 - Q4 23
Department of L: RACE	Claimant's race	Employment	Unemployment Insurance (UI)	all	1. A, D; 2. I	enables description of population and identification of risk factors		Integer	Q1 14 - Q4 23
Department of L: ETHNICITY	Claimant's ethnicity	Employment	Unemployment Insurance (UI)	all	1. A, D; 2. I	enables description of population and identification of risk factors		M/D/S/W	Q1 14 - Q4 23
Department of L: EDUCATION	Claimant's education	Employment	Unemployment Insurance (UI)	all	1. A, D; 2. I	enables description of population and identification of risk factors		Integer	Q1 14 - Q4 23
Department of L: ADDRESS_TYPE	Mailing or physical	Employment	Unemployment Insurance (UI)	all	1. A, D; 2. I	enables description of population and identification of risk factors		Integer	Q1 14 - Q4 23
Department of L: TOWN	Claimant's address	Employment	Unemployment Insurance (UI)	all	1. A, D; 2. I	enables description of population and identification of risk factors		Integer	Q1 14 - Q4 23
Department of L: CITY	Claimant's address	Employment	Unemployment Insurance (UI)	all	1. A, D; 2. I	enables description of population and identification of risk factors		Integer	Q1 14 - Q4 23
Department of L: STATE	Claimant's address	Employment	Unemployment Insurance (UI)	all	1. A, D; 2. I	enables description of population and identification of risk factors		Integer	Q1 14 - Q4 23
Department of L: ZIP	Claimant's address	Employment	Unemployment Insurance (UI)	all	1. A, D; 2. I	enables description of population and identification of risk factors		Integer	Q1 14 - Q4 23
Department of L: COUNTY	Claimant's address	Employment	Unemployment Insurance (UI)	all	1. A, D; 2. I	enables description of population and identification of risk factors		Integer	Q1 14 - Q4 23
Unemployment Insurance Benefits - Activity Data									
Department of L: PAYMENT_DATE	Payment date	Employment	Unemployment Insurance (UI)	all	1. A, D; 2. I	Lower priority if unable to produce; enables description of population	Not Available		Q1 14 - Q4 23
Department of L: TOTAL_AMOUNT	Amount	Employment	Unemployment Insurance (UI)	all	1. A, D; 2. I	Lower priority if unable to produce; enables description of population	Numeric		Q1 14 - Q4 23



P20 WIN DATA SHARING AGREEMENT EXHIBIT A – DATA ELEMENTS FOR PROJECT

Attachment A: Provide the name of each element from each data source including elements needed to link data sets. Identify the values of each elements code sets that are necessary. Add as many rows as necessary

Attachment B: Provide a crosswalk for each data element requested and describe how it relates to the purpose of the query. List each data element once with only one data element per row. Add as many rows as necessary. P20 WIN element names can be found here: [enter URL for meta-data dictionary]. Note: if a proposal is approved, data elements may be

P20 WIN Query Number: 0043b

Target population: We are requesting data for individuals who are/were between, and inclusive of, the ages of 14 and 26 years old at any point between Jan 1, 2014, and Dec 31, 2023. For each individual, we are requesting data starting from January 1, 2014, or the earliest data point record available for each individual.

Source Agency (Agency that possesses the element in question)	Data Element Name (Provide the name that is desired in the column header)	Definition	Data category	Program	Code Set value to be included	Other Qualifier	Related Research / Policy Question	Explain how this element relates to the Research Question	Notes	Data Type	Format	Years requested (data received by year)
Matching Information - for Data Integration Hub only												
Department of Social Services	First name		Demographics		All		1. A, D	matching variable				2014-2023
Department of Social Services	Last name		Demographics		All		1. A, D	matching variable				2014-2023
Department of Social Services	Date of birth		Demographics		All		1. A, D	matching variable				2014-2023
Department of Social Services	SSN		Demographics		All		1. A, D	matching variable				2014-2023
Demographic Information												
Department of Social Services	Year		Demographics		All		1. A, D	enables description of nature of challenges young people face (at individual and trend level)				2014-2023
Department of Social Services	Sex		Demographics		All		1. A, D	enables description of nature of challenges young people face (at individual and trend level)				2014-2023
Department of Social Services	Birth year		Demographics		All		1. A, D	enables description of nature of challenges young people face (at individual and trend level)				2014-2023
Department of Social Services	gender		Demographics		All		1. A, D	enables description of nature of challenges young people face (at individual and trend level)				2014-2023
Department of Social Services	zip code		Demographics		All		1. A, D	matching variable	First 3 digits level of detail only to comply with DSS requirements			2014-2023
Department of Social Services	race		Demographics		All		1. A, D	enables description of nature of challenges young people face (at individual and trend level)				2014-2023
Programs Participation												
Department of Social Services	Flag if someone participated in/ received social services (by year)		Participation		All		1. A, D	enables description of nature of challenges young people face (at individual and trend level)				2014-2023
Department of Social Services	What social services were received (by year)		Participation		All		1. A, D	enables description of nature of challenges young people face (at individual and trend level)				2014-2023
For the following social services / programs (have prioritized DSS's largest and most important programs associated with economic scarcity and supports):												
Department of Social Services	HUSKY Health		Participation		All		1. G, H; 2. H, K, L	large scale and important economic support program, serve	Highest priority as it includes both Medicaid and CHIP; ideal to have various			2014-2023
									Lower priority for 2024, though very valuable to			
Department of Social Services	Supplemental Nutrition Assistance Program (SNAP)		Participation		All		1. G, H; 2. H, K, L	large scale and important economic support program, serve	include			2014-2023
									Lower priority for 2024, though very valuable to			
Department of Social Services	TANF		Participation		All		1. G, H; 2. H, K, L	large scale and important economic support program, serve	include			2014-2023



**P20 WIN DATA SHARING AGREEMENT EXHIBIT A – DATA ELEMENTS FOR PROJECT**

**Attachment A: Provide the name of each element from each data source including elements needed to link data sets. Identify the values of each elements code sets that are necessary. Add as many rows as necessary**

Attachment B: Provide a crosswalk for each data element requested and describe how it relates to the purpose of the query. List each data element once with only one data element per row. Add as many rows as

**P20 WIN Query Number: 0043b**

**Target population: We are requesting data for individuals who are/were between, and inclusive of, the ages of 14 and 26 years old at any point between Jan 1, 2014, and Dec 31, 2023. For each individual, we are requesting data starting from January 1, 2014, or the earliest data point record available for each individual.**

Source Agency	Data Element Name <i>(Provide the name that is desired in the column header)</i>	Definition	Data category	Program	Code Set value to be included	Related Research / Policy Question	Explain how this element relates to the Research Question	Data Type	Years requested
<b>Adult Education - Matching Information - For Data Integration Hub only</b>									
State Department of Education (SD	FirstName	The full legal first name given to a person at birth, baptism, or through legal change. [CEDS Element: Fir	Matching Information	Adult Education	all	matching	matching variable	char(35)	2014-2023
State Department of Education (SD	LastName	The full legal last name borne in common by members of a family. [CEDS Element: Last or Surname, ID:	Matching Information	Adult Education	all	matching	matching variable	char(35)	2014-2023
State Department of Education (SD	SSN	SSN	Demographic Data	Adult Education	all	matching	matching variable		2014-2023
State Department of Education (SD	SASID	Connecticut State-Assigned Student Identifier (where available)	Demographics	Adult Education	all	matching	matching variable	integer	2014-2023
State Department of Education (SD	Date of Birth (PIRL Element 200)	Participant's date of birth.	Demographic Data	Adult Education	all	matching	matching variable	YYYYMMDD	2014-2023
State Department of Education (SD	MiddleName	A full legal middle name given to a person at birth, baptism, or through legal change.. [CEDS Element: Middle Name, ID: 000182]	Matching Information			matching	matching variable	char(35)	2014-2023
State Department of Education (SD	GenerationCode	An appendage, if any, used to denote a person's generation in his family (e.g., Jr., Sr., III). [CEDS Element: Generation Code or Suffix Matching Information				matching		char(10)	2014-2023
<b>Adult Education - Demographics</b>									
State Department of Education (SD	Birth year	Year of date of birth	Demographic Data	Adult Education	all	1. G; 2. H, I	enables description of population	Integer	2014-2023
State Department of Education (SD	Sex (PIRL Element 201)	1 = Male 2 = Female 9 = Participant did not self-identify	Demographic Data	Adult Education	all	1. G; 2. H, I	enables description of population	Integer	2014-2023
State Department of Education (SD	Ethnicity: Hispanic / Latino (PIRL Element 210)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographic Data	Adult Education	all	1. G; 2. H, I	enables description of population	Integer	2014-2023
State Department of Education (SD	American Indian / Alaska Native (PIRL Element 211)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographic Data	Adult Education	all	1. G; 2. H, I	enables description of population	Integer	2014-2023
State Department of Education (SD	Asian (PIRL Element 212)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographic Data	Adult Education	all	1. G; 2. H, I	enables description of population	Integer	2014-2023
State Department of Education (SD	Black / African American (PIRL Element 213)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographic Data	Adult Education	all	1. G; 2. H, I	enables description of population	Integer	2014-2023
State Department of Education (SD	Native Hawaiian / Other Pacific Islander (PIRL Element 214)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographic Data	Adult Education	all	1. G; 2. H, I	enables description of population	Integer	2014-2023
State Department of Education (SD	White (PIRL Element 215)	1 = Yes 0 = No 9 = Participant did not self-identify	Demographic Data	Adult Education	all	1. G; 2. H, I	enables description of population	Integer	2014-2023
State Department of Education (SD	Employment Status at Program Entry (PIRL Element 400)	1 = Employed 2 = Employed, but Received Notice of Termination of Employment or Military Separation	Demographic Data	Adult Education	all	1. G; 2. H, I	enables description of population	Integer	2014-2023
State Department of Education (SD	Long-Term Unemployed at Program Entry (PIRL Element 402)	1 = Yes, Unemployed ≥ 27 consecutive weeks 0 = No	Demographic Data	Adult Education	all	1. G; 2. H, I	enables description of population	Integer	2014-2023
State Department of Education (SD	Highest School Grade Completed at Program Entry (PIRL Element 407)	1 – 12 = Number of school grades completed 0 = No school grades completed	Demographic Data	Adult Education	all	1. G; 2. H, I	enables description of population	Integer	2014-2023
State Department of Education (SD	School Status at Program Entry (PIRL Element 409)	1 = In-school, secondary school or less 2 = In-school, Alternative School 3 = In-school, Postsecondary s	Demographic Data	Adult Education	all	1. G; 2. H, I	enables description of population	Integer	2014-2023
State Department of Education (SD	Exhausting TANF Within 2 Years (PIRL Element 601)	If the participant, at program entry, is within 2 years of exhausting lifetime eligibility under part A of Title	Demographic Data	Adult Education	all	1. G; 2. H, I	enables description of population	Integer	2014-2023
State Department of Education (SD	Foster Care Youth Status at Program Entry (PIRL Element 704)	If the participant, at program entry, is a person aged 24 or under who is currently in foster care or has ag	Demographic Data	Adult Education	all	1. G; 2. H, I	enables description of population	Integer	2014-2023
State Department of Education (SD	Homeless participant, Homeless Children and Youths, or Runaway Youth	if the participant, at program entry: (a) Lacks a fixed, regular, and adequate nighttime residence; this in	Demographic Data	Adult Education	all	1. G; 2. H, I	enables description of population	Integer	2014-2023
State Department of Education (SD	Ex-Offender Status at Program Entry (PIRL Element 801)	If the participant, at program entry, is a person who either (a) has been subject to any stage of the crimi	Demographic Data	Adult Education	all	1. G; 2. H, I	enables description of population	Integer	2014-2023
State Department of Education (SD	Low Income Status at Program Entry (PIRL Element 802)	If the participant, at program entry, is a person who: (a) Receives, or in the 6 months prior to applicati	Demographic Data	Adult Education	all	1. G; 2. H, I	enables description of population	Integer	2014-2023
State Department of Education (SD	English Language Learner at Program Entry (PIRL Element 803)	If the participant, at program entry, is a person who has limited ability in speaking, reading, writing or ur	Demographic Data	Adult Education	all	1. G; 2. H, I	enables description of population	Integer	2014-2023
State Department of Education (SD	Basic Skills Deficient/Low Levels of Literacy at Program Entry (PIRL Element 804)	If the participant is, at program entry: A) a youth, who has English reading, writing, or computing skills	Demographic Data	Adult Education	all	1. G; 2. H, I	enables description of population	Integer	2014-2023
State Department of Education (SD	Cultural Barriers at Program Entry (PIRL Element 805)	If the participant, at program entry, perceives him or herself as possessing attitudes, beliefs, customs or	Demographic Data	Adult Education	all	1. G; 2. H, I	enables description of population	Integer	2014-2023
State Department of Education (SD	Single Parent at Program Entry (PIRL Element 806)	If the participant, at program entry, is single, separated, divorced or a widowed individual who has prim	Demographic Data	Adult Education	all	1. G; 2. H, I	enables description of population	Integer	2014-2023
State Department of Education (SD	Migrant and Seasonal Farmworker Status (PIRL Element 808)	1 = Seasonal Farmworker Adult 2 = Migrant Farmworker Adult 3= MSFW Youth 4= Dependent Adult	Demographic Data	Adult Education	all	1. G; 2. H, I	enables description of population	Integer	2014-2023
State Department of Education (SD	WIOA Adult Participant (PIRL Element 903)	1 = Yes, Local Formula 2 = Yes, Statewide 3 = Yes, Both Local Formula and Statewide 4 = Reportable In	Activity Data	Adult Education	all	1. G; 2. H	enables description of population and ic	Integer	2014-2023
State Department of Education (SD	WIOA Dislocated Worker Participant (PIRL Element 904)	1 = Yes, Local Formula 2 = Yes, Statewide 3 = Yes, Both Local Formula and Statewide 4 = Reportable In	Activity Data	Adult Education	all	1. G; 2. H	enables description of population and ic	Integer	2014-2023
State Department of Education (SD	WIOA Youth Participant (PIRL Element 905)	1 = Yes, Local Formula 2 = Yes, Statewide 3 = Yes, Both Local Formula and Statewide 4 = Reportable In	Activity Data	Adult Education	all	1. G; 2. H	enables description of population and ic	Integer	2014-2023
State Department of Education (SD	Adult Education (PIRL Element 910)	If the participant received services under WIOA Title II defined as academic instruction and education se	Activity Data	Adult Education	all	1. G; 2. H	enables description of population and ic	Integer	2014-2023
State Department of Education (SD	Wagner-Peyser Employment Service (PIRL Element 918)	If the participant received services under the Wagner-Peyser Act (29 USC 49 et seq.) OR If the individu	Activity Data	Adult Education	all	1. G; 2. H	enables description of population and ic	Integer	2014-2023
<b>Adult Education - Program Information</b>									
State Department of Education (SD	Date of Program Entry (PIRL Element 900)	The date on which an individual became a participant as referenced in 20 CFR 677.150 satisfying applica	Activity Data	Adult Education	all	1. D, G	Adult education, is critical for tracking st	YYYYMMDD	2014-2023
State Department of Education (SD	Date of Program Exit (PIRL Element 901)	The last date the participant received services that are not self-service, information-only, or follow up se	Activity Data	Adult Education	all	1. D, G	Adult education, is critical for tracking st	YYYYMMDD	2014-2023
State Department of Education (SD	AdultEdPrograms	A listing of the adult education programs offered. (comma separated list): Citizenship,English as a Seco	Activity Data	Adult Education	all	1. A, D; 2. I	Adult education is critical for tracking st	varchar(50)	2014-2023
State Department of Education (SD	Eligible Training Provider - Program of Study by Potential Outcome (PIRL	E 1 = A program of study leading to an industry-recognized certificate or certification 2 = A program of st	Activity Data	Adult Education	all	1. A, D; 2. I	Adult education is critical for tracking st	Integer	2014-2023
State Department of Education (SD	Eligible Training Provider - CIP Code (PIRL Element 1305)	This field should represent the 6-digit CIP code, without decimal points.	Activity Data	Adult Education	all	1. A, D; 2. I	Adult education is critical for tracking st	Integer	2014-2023
State Department of Education (SD	Other Reasons for Exit (PIRL Element 923)	01 = Institutionalized 02 = Health/Medical 03 = Deceased	Activity Data	Adult Education	all	1. A, D; 2. I	Adult education, is critical for tracking st	Integer	2014-2023
State Department of Education (SD	Date of Most Recent Career Service (PIRL Element 1004)	The date on which career services (both basic and individualized) were last received (excluding self-servi	Activity Data	Adult Education	all	1. A, D; 2. I	Adult education, is critical for tracking st	YYYYMMDD	2014-2023
State Department of Education (SD	Date Entered Training #1 (PIRL Element 1302)	The date on which the participant's first training service actually began. Leave blank if the participant	Activity Data	Adult Education	all	1. A, D; 2. I	Adult education, is critical for tracking st	YYYYMMDD	2014-2023
State Department of Education (SD	Type of Training Service #1 (PIRL Element 1303)	4 = On the Job Training (non-WIOA Youth) 02 = Skill Upgrading 03 = Entrepreneurial Training (non-WI	Activity Data	Adult Education	all	1. A, D; 2. I	Adult education is critical for tracking st	Integer	2014-2023
State Department of Education (SD	Type of Training Service #2 (PIRL Element 1310)	01 = On the Job Training (non-WIOA Youth) 02 = Skill Upgrading 03 = Entrepreneurial Training (non-WI	Activity Data	Adult Education	all	1. A, D; 2. I	Adult education is critical for tracking st	Integer	2014-2023
State Department of Education (SD	Type of Training Service #3 (PIRL Element 1315)	01 = On the Job Training (non-WIOA Youth) 02 = Skill Upgrading 03 = Entrepreneurial Training (non-WI	Activity Data	Adult Education	all	1. A, D; 2. I	Adult education is critical for tracking st	Integer	2014-2023
State Department of Education (SD	Participated in Postsecondary Education During Program Participation (PIR	I 1 = Yes, Participated in Postsecondary Education 0 = No, Did Not Participate in Postsecondary Educatio	Activity Data	Adult Education	all	1. G; 2. H	enables description of population and ic	Integer	2014-2023
State Department of Education (SD	Enrolled in Secondary Education Program (PIRL Element 1401)	1 = Yes, (participant was enrolled in a Secondary Education Program at or above the 9th Grade level.) 0 =	Activity Data	Adult Education	all	1. G; 2. H	enables description of population and ic	Integer	2014-2023
State Department of Education (SD	Type of Recognized Credential (PIRL Element 1800)	Diplomas, degrees, licenses or certificates must be attained either during participation or within one yea	Activity Data	Adult Education	all	1. A, D; 2. I	Adult education is critical for tracking st	Integer	2014-2023
State Department of Education (SD	Date Attained Recognized Credential (PIRL Element 1801)	The date on which the participant attained a recognized credential. Leave blank if the participant did n	Activity Data	Adult Education	all	1. A, D; 2. I	Adult education is critical for tracking st	YYYYMMDD	2014-2023
State Department of Education (SD	Type of Recognized Credential #2 (PIRL Element 1802)	Diplomas, degrees, licenses or certificates must be attained either during participation or within one yea	Activity Data	Adult Education	all	1. A, D; 2. I	Adult education is critical for tracking st	Integer	2014-2023
State Department of Education (SD	Date Attained Recognized Credential #2 (PIRL Element 1803)	The date on which the participant attained a second recognized credential. Leave blank if the participa	Activity Data	Adult Education	all	1. A, D; 2. I	Adult education is critical for tracking st	YYYYMMDD	2014-2023
State Department of Education (SD	Type of Recognized Credential #3 (PIRL Element 1804)	Diplomas, degrees, licenses or certificates must be attained either during participation or within one yea	Activity Data	Adult Education	all	1. A, D; 2. I	Adult education is critical for tracking st	Integer	2014-2023
State Department of Education (SD	Date Attained Recognized Credential #3 (PIRL Element 1805)	The date on which the participant attained a third recognized credential. Leave blank if the participant	Activity Data	Adult Education	all	1. A, D; 2. I	Adult education is critical for tracking st	YYYYMMDD	2014-2023

State Department of Education (SD Date of Most Recent Measurable Skill Gains: Educational Functioning Level) The most recent date the participant who received instruction below the postsecondary education level. Activity Data	Adult Education	all	1. A, D; 2. I	<a href="#">Adult education is critical for tracking student progress</a> YYYYMMDD	2014-2023
State Department of Education (SD Date of Most Recent Measurable Skill Gains: Postsecondary Transcript/Report) The most recent date of the participant's transcript or report card for postsecondary education who completed postsecondary education. Activity Data	Adult Education	all	1. A, D; 2. I	<a href="#">Adult education is critical for tracking student progress</a> YYYYMMDD	2014-2023
State Department of Education (SD Date of Most Recent Measurable Skill Gains: Secondary Transcript/Report) The most recent date of the participant's transcript or report card for secondary education for one semester. Activity Data	Adult Education	all	1. A, D; 2. I	<a href="#">Adult education is critical for tracking student progress</a> YYYYMMDD	2014-2023
State Department of Education (SD Date of Most Recent Measurable Skill Gains: Training Milestone (PIRL Element 2413)) The most recent date that the participant had a satisfactory or better progress report towards establishing a career path. Activity Data	Adult Education	all	1. A, D; 2. I	<a href="#">Adult education is critical for tracking student progress</a> YYYYMMDD	2014-2023
State Department of Education (SD Date of Most Recent Measurable Skill Gains: Skills Progression (PIRL Element 2414)) The most recent date the participant successfully completed an exam that is required for a particular occupation. Activity Data	Adult Education	all	1. A, D; 2. I	<a href="#">Adult education is critical for tracking student progress</a> YYYYMMDD	2014-2023
State Department of Education (SD Date Enrolled During Program Participation in an Education or Training Program) The date the participant was enrolled during program participation in an education or training program. Activity Data	Adult Education	all	1. A, D; 2. I	<a href="#">Adult education is critical for tracking student progress</a> YYYYMMDD	2014-2023
State Department of Education (SD Date Completed During Program Participation in an Education or Training Program) The date the participant completes, during program participation, either 1) an education or training program or 2) an occupation. Activity Data	Adult Education	all	1. A, D; 2. I	<a href="#">Adult education is critical for tracking student progress</a> YYYYMMDD	2014-2023
State Department of Education (SD Youth 2nd Quarter Placement (Title I) (PIRL Element 1900)) 1 = enrolled in Occupational Skills Training (including advanced training). 2 = enrolled in Postsecondary education. Activity Data	Adult Education	all	1. A, D; 2. I	<a href="#">Adult education is critical for tracking student progress</a> Integer	2014-2023
State Department of Education (SD Youth 4th Quarter Placement (Title I) (PIRL Element 1901)) 1 = enrolled in Occupational Skills Training (including advanced training). 2 = enrolled in Postsecondary education. Activity Data	Adult Education	all	1. A, D; 2. I	<a href="#">Adult education is critical for tracking student progress</a> Integer	2014-2023
State Department of Education (SD Date Released from Incarceration (PIRL Element 2414)) If the participant was a criminal offender in a correctional institution at program entry. Activity Data	Adult Education	all	1. D, F; 2. J	<a href="#">Enables understanding of the experience</a> Integer	2014-2023
State Department of Education (SD Incarcerated at Program Entry (PIRL Element 2413)) Date the participant was released from a correctional institution. Activity Data	Adult Education	all	1. D, F; 2. J	<a href="#">Enables understanding of the experience</a> YYYYMMDD	2014-2023

**P20 WIN DATA SHARING AGREEMENT EXHIBIT A – DATA ELEMENTS FOR PROJECT**  
**Attachment A:** Provide the name of each element from each data source including elements needed to link data sets. Identify the values of each elements code sets that are necessary. Add as many rows as  
Attachment B: Provide a crosswalk for each data element requested and describe how it relates to the purpose of the query. List each data element once with only one data element per  
**P20 WIN Query Number:0043b**  
**Target population:** We are requesting data for individuals who are/were between, and inclusive of, the ages of 14 and 26 years old at any point between Jan 1, 2014, and Dec 31, 2023. For each individual, we are  
requesting data starting from January 1, 2014, or the earliest data point record available for each individual. In terms of birth years, this would correspond roughly those individuals born between 1987 and 2009,  
inclusive

Source Agency	Data Element Name <i>(Provide the name that is desired in the column header)</i>	Definition	Data category	Code Set value to be included	Other notes	Related Research / Policy Question	Explain how this element relates to the Research Question	Data Type	Years requested
<b>Matching information - for Data Integration Hub only</b>									
State Department of Education (SDE)	FirstName	The full legal first name given to a person at birth, baptism, or through legal change. [CEDS Element: First Name, ID: 000115]	Matching Information	all		matching		char(35)	2006-2023
State Department of Education (SDE)	LastName	The full legal last name borne in common by members of a family. [CEDS Element: Last or Surname, ID: 000174]	Matching Information	all		matching		char(35)	2006-2023
State Department of Education (SDE)	SASID	Connecticut State-Assigned Student Identifier	Demographics	all		Matching	Used to link SDE datasets	integer	2006-2023
State Department of Education (SDE)	Birthdate	The date on which a person was born. [CEDS Element: Birthdate, ID:000033]	Matching Information	all		Matching		date	2006-2023
State Department of Education (SDE)	FakeID	A random number used to link records for an individual	Student	all		matching		integer	2006-2023
State Department of Education (SDE)	MiddleName	A full legal middle name given to a person at birth, baptism, or through legal change.. [CEDS Element: Middle Name, ID: 000182]	Matching Information	all		matching		char(35)	2006-2023
State Department of Education (SDE)	GenerationCode	An appendage, if any, used to denote a person's generation in his family (e.g., Jr., Sr., III). [CEDS Element: Generation Code or Suffix, ID: 000121]	Matching Information	all		matching		char(10)	2006-2023
<b>Student</b>									
State Department of Education (SDE)	FakeID	A random number used to link records for an individual	Student	all		matching		integer	2006-2023
State Department of Education (SDE)	FallOFYear	The calendar year at the start of the collection school year	Demographics	all				integer	2006-2023
State Department of Education (SDE)	Collection	Collection instance of the record.	Demographics	all				char(3)	2006-2023
State Department of Education (SDE)	ReportingDistrictCode	Code indicating the district that reported the PSIS Collection record	Demographics	all				char(10)	2006-2023
State Department of Education (SDE)	ReportingDistrictName	Name of district that reported the PSIS Collection record	Demographics	all				char(120)	2006-2023
State Department of Education (SDE)	SchoolCode	Code indicating school of enrollment at the time of PSIS Collection reporting	Demographics	all				char(10)	2006-2023
State Department of Education (SDE)	SchoolName	Name of school of enrollment at the time of PSIS Collection reporting	Demographics	all				char(120)	2006-2023
State Department of Education (SDE)	TownNumber	A numeric expression of a town of residence.	Student	all		1. C	enable description of population	integer	2006-2023
State Department of Education (SDE)	ResidentTown	Name of a town of residence. For feeder towns, this is a municipality that is not its own district due to low population or other factors, which sends its students to a nearby district.	Demographics	all		1. C	enable description of population	char(50)	2006-2023
State Department of Education (SDE)	Birth year	The birth year of the student	Demographics	all	Calculated using DOB	1. B	Enable description of population	date	2006-2023
State Department of Education (SDE)	GradeLevelCode	Grade of student at the time of reporting.	Demographics	all		1. B, D; 2. I	enable description of population	char(3)	2006-2023
State Department of Education (SDE)	SexCode	Short version of the SexName, reported in JUNE or OCT where June is not available	Demographics	all		1. B	enable description of population	varchar(20)	2006-2023
State Department of Education (SDE)	RaceEthnicity	The text description of the selected ethnicity/race combination as used for federal reporting.	Demographics	all		1. B	enable description of population	char(50)	2006-2023
State Department of Education (SDE)	LanguageName	The home or heritage language of a student	Demographics	all		1.A, D; 2.H	enable description of population and identification of risk factors	char(50)	2006-2023
State Department of Education (SDE)	HomelessnessStatusFlag	Persons who lack a fixed, regular, and adequate nighttime residence. Homeless children and youth include: 1) children and youth who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement; 2) children and youth who have a primary nighttime residence that is a public or private place not designed for or originally used as a regular sleeping accommodation for human beings; or 3) children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings. 4) migratory children who qualify as homeless because the children are living in circumstances described in the above. (See Section 103 of the McKinney Act for a more detailed description of this data element). [CEDS Element: Homelessness Status, ID:000149]	Demographics	all		2.H	enable description of population and identification of risk factors	numeric	2006-2023
State Department of Education (SDE)	FreeReducedLunchFlag	Indicates whether the student is eligible for free/reduced lunch.	Demographics	all		2.H	enable description of population and identification of risk factors	numeric	2006-2023
State Department of Education (SDE)	FreeReducedLunchType	An indication of a student's participation in free, reduced price, full price breakfast, lunch, snack, supper, and milk programs. [CEDS Element: Participation in School Food Service Programs, ID:000325]	Demographics	all		2.H	enable description of population and identification of risk factors	char(20)	2006-2023
State Department of Education (SDE)	EnglishLearnerStatus	Indicates whether the student participated in Title III (ELL) language instructional programs.	Demographics	all		1. D; 2. H, I	enable identification of risk factors	numeric	2006-2023
State Department of Education (SDE)	DisabilityStatus	Indicates whether a student has an active IEP, and receives special education instruction as of the reporting period.	Demographics	all		1.D	enable description of population and identification of risk factors	numeric	2006-2023
State Department of Education (SDE)	PrimaryDisabilityCode	A code for PrimaryDisabilityName	Students with Disabilities	all		2. H, I	enable description of population and identification of risk factors	char(50)	2006-2023
State Department of Education (SDE)	PrimaryDisabilityName	The disability as defined in 34 CFR section 300.8 of IDEA that is most indicative of the student's primary disabling condition or impairment.	Students with Disabilities	all		2. H, I	enable description of population and identification of risk factors	char(100)	2006-2023
State Department of Education (SDE)	GiftedAndTalentedCode	Short version of the gifted and talented type.	Demographics	all		1.A, D; 2.H	enable description of population and identification of risk factors	varchar(50)	2006-2023
State Department of Education (SDE)	GiftedAndTalentedType	Gifted: A child identified by the planning and placement team as gifted on the basis of either performance on relevant standardized measuring instruments, or demonstrated or potential achievement or intellectual creativity or both. Talented: A child identified by the planning and placement team as talented on the basis of demonstrated or potential achievement in music, the visual arts or the performing arts.	Demographics	all		1.A, D; 2.H	enable description of population and identification of risk factors	char(100)	2006-2023
State Department of Education (SDE)	TotalAnnualISS	Student's total in-school suspension sanctions per year, at the time of each end-of-year data collection	Discipline - Annual Count	all	May be in data dictionary as ISSCount	1. A; 2. H, I	enable description of population and identification of risk factors	Numeric	2006-2023
State Department of Education (SDE)	TotalAnnualOSS	Student's total out-of-school suspension sanctions per year, at the time of each end-of-year data collection	Discipline - Annual Count	all	May be in data dictionary as OSSCount	1. A; 2. H, I	enable description of population and identification of risk factors	Numeric	2006-2023
State Department of Education (SDE)	TotalAnnualDiscipline	Student's total disciplinary infractions per year, at the time of each end-of-year data collection	Student	all		1. A; 2. H, I	enable description of population and identification of risk factors	Numeric	2006-2023

Exhibit A: Data Sharing Request Form Data Elements List			SDE									
State Department of Education (SDE)	TotalAnnualExpulsions	Student's total expulsions per year, at the time of each end-of-year data collection	Discipline - Annual Count	all	May be in data dictionary as EXPCount	1. A; 2: H, I	enable description of population and identification of risk factors	Numeric	2006-2023			
State Department of Education (SDE)	RepeatedGrade	Whether or not the student was enrolled in the reported grade prior to the reported year; 1 for a repeated grade, 0 for first-time enrollment in the grade.	Student	all		1.A, D; 2.H	enable description of population and identification of risk factors	integer	2006-2023			
State Department of Education (SDE)	DCFStatusFlag	Flag field indicating whether the student was served by the Department of Children and Families at any point during the year	Student	all	Calculated field	2. H	enable description of population and identification of risk factors	integer	2006-2023			
State Department of Education (SDE)	Fac1AttendanceDays	Specific to the facility attended at the time of reporting, the total number of instructional days a student has been present for the current school year.	Attendance	all		1. A, D	Enable description of population	integer	2006-2023			
State Department of Education (SDE)	Fac1MembershipDays	Specific to the facility attended at the time of reporting, the total number of instructional days a student has been enrolled for the current school year.	Attendance	all		1. A, D	Enable description of population	integer	2006-2023			
State Department of Education (SDE)	ChronicAbsenteeismStatus	Flag indicating whether the student was chronically absent for each school year, with a value of 1 for yes and a value of 0 for no	Attendance	all		1. A, D; 2. H	enable description of population and identification of risk factors	numeric	2006-2023			
State Department of Education (SDE)	Move_School_Within_Year	indicates the number of unexpected school moves within the fall of year	Student	all	Calculated field	1. A, D	Enable description of population	integer	2006-2023			
State Department of Education (SDE)	Move_School_Before_Year	indicates the number of unexpected school moves in the summer before this fall of year	Student	all	Calculated field	1. A, D	Enable description of population	integer	2006-2023			
State Department of Education (SDE)	Move_District_Within_Year	indicates the number of unexpected district moves within the fall of year	Student	all	Calculated field	1. A, D	Enable description of population	integer	2006-2023			
State Department of Education (SDE)	Move_District_Before_Year	indicates the number of unexpected district moves in the summer before this fall of year	Student	all	Calculated field	1. A, D	Enable description of population	integer	2006-2023			
State Department of Education (SDE)	GradDate	The date of reported high school graduation	Exits	all	To be included in the student data	1. A, D	Enable description of population	date	2006-2023			
NSC												
State Department of Education (SDE)	FakeID	A random number used to link records for an individual	NSC College Enrollment	all		matching		integer	2014-2023			
State Department of Education (SDE)	CollegeSequence	Sequence of college attendance	NSC College Enrollment	all				Numeric	2014-2023			
State Department of Education (SDE)	NSC_HSGraduationDate	Date student graduated from HS as reported by the college	NSC College Enrollment	all		1. A, D; 2. I	enable description of population	date	2014-2023			
State Department of Education (SDE)	Enrollment_BeginDate	Begin date for the period of enrollment	College - NSC	all		1. D	enable description of population	date	2014-2023			
State Department of Education (SDE)	Enrollment_EndDate	End date for the period of enrollment	College - NSC	all		1. D	enable description of population	date	2014-2023			
State Department of Education (SDE)	CollegeState	State in which the postsecondary institution is located	College - NSC	all		1. C, D	enable description of population	char(2)	2014-2023			
State Department of Education (SDE)	CollegePublicPrivate	Indicates whether the institution that the student attended is a "Public" or "Private" institution.	College - NSC	all		1. C, D; 2. H	enable description of population	char(10)	2014-2023			
State Department of Education (SDE)	Institution_Level	Type of college that the student attended: 4 = 4-year or higher institution; 2 = 2-year institution; L = less than 2-year institution	College - NSC	all		1. A, D; 2. H, I	enable description of population	char(1)	2014-2023			
State Department of Education (SDE)	EnrollmentStatus	Status of enrollment: Full-time, Half-time, Less than half-time, Leave of absence, Withdrawn, Deceased	College - NSC	all		1. A, D	enable description of population	character	2014-2023			
State Department of Education (SDE)	CollegeGraduationDate	Date of student's graduation or degree achievement as provided by the reporting college.	College - NSC	all		1. A, D	enable description of population	date	2014-2023			
State Department of Education (SDE)	CollegeDegreeTitle	If available, the title of the degree the student received as provided by the reporting college	College - NSC	all		1. D	enable description of population	character	2014-2023			
State Department of Education (SDE)	CollegeMajorTitle	College major at graduation	College - NSC	all		1. A, D; 2. I	enable description of population	character	2014-2023			
State Department of Education (SDE)	NSC_IsCollegeGraduated	Graduation status information available from the reporting college in NSC Student Tracker file.	NSC College Enrollment	all	Calculated field	1. A, D	enable description of population	character	2014-2023			
Courses												
State Department of Education (SDE)	FakeID	A random number used to link records for an individual	Courses	all	High-school credit-bearing courses and CTECS only	matching		integer				
State Department of Education (SDE)	FallOfYear	The calendar year at the start of the school year when the course was held.	Courses	all	High-school credit-bearing courses and CTECS only			integer	2006-2023			
State Department of Education (SDE)	ReportingDistrictName	Name of the district that reported the record	Courses	all	High-school credit-bearing courses and CTECS only			char(120)	2006-2023			
State Department of Education (SDE)	ReportingDistrictCode	Code indicating the district that reported the record	Courses	all	High-school credit-bearing courses and CTECS only			char(10)	2006-2023			
State Department of Education (SDE)	SchoolCode	Code indicating school of enrollment	Courses	all	High-school credit-bearing courses and CTECS only			char(10)	2006-2023			
State Department of Education (SDE)	SchoolName	Name of school of enrollment	Courses	all	High-school credit-bearing courses and CTECS only			char(120)	2006-2023			
State Department of Education (SDE)	InstructionSchoolCode	Code which identifies the facility at which the course is held. In most cases this code will match the student's school code.	Courses	all	High-school credit-bearing courses and CTECS only			char(10)	2006-2023			
State Department of Education (SDE)	CourseIDCode	3-digit code identifying the course	Courses	all	High-school credit-bearing courses and CTECS only	1. D	enable description of population	char(3)	2006-2023			
State Department of Education (SDE)	CourseDescription	Detailed description of the course offered	Courses	all	High-school credit-bearing courses and CTECS only	1. A, D	enable description of population	char(1000)	2006-2023			
State Department of Education (SDE)	CourseRigorCode	1 digit character value determined by school indicating the rigor level of the course within the district.	Courses	all	High-school credit-bearing courses and CTECS only	1. D	enable description of population	char(1)	2006-2023			
State Department of Education (SDE)	CourseRigorName	Description of the rigor level of the course	Courses	all	High-school credit-bearing courses and CTECS only	1. D	enable description of population	char(20)	2006-2023			
State Department of Education (SDE)	CourseName	Name of the course offered.	Courses	all	High-school credit-bearing courses and CTECS only	1. D	enable description of population	char(75)	2006-2023			
State Department of Education (SDE)	OutcomeGrade	Final outcome/grade for the student in the course	Courses	all	High-school credit-bearing courses and CTECS only	1. A, D	enable description of population	char(10)	2006-2023			
State Department of Education (SDE)	OutcomeGradeStatusCode	An indicator to clarify the final OUTCOME/GRADE field that describes the circumstances under which the student exited from membership in a course.	Courses	all	High-school credit-bearing courses and CTECS only	1. A, D	enable description of population	char(2)	2006-2023			

State Department of Education (SDE)	CreditsEarned	The number of Carnegie credits the student earned in the course	Courses	all	High-school credit-bearing courses and CTECS only	1. A, D	enable description of population	numeric	2006-2023
State Department of Education (SDE)	AvailableCredit	Carnegie course credits available for a student to earn in a course.	Courses	all	High-school credit-bearing courses and CTECS only	1. A, D	enable description of population	numeric	2006-2023
State Department of Education (SDE)	SubjectAreaCode	Two-digit code indicating the broad subject area under which the course falls	Courses	all	High-school credit-bearing courses and CTECS only	1. D	enable description of population	char(2)	2006-2023
State Department of Education (SDE)	SubjectAreaName	Broad category to which course belongs: (e.g. science, math, english/language arts, history, etc.)	Courses	all	High-school credit-bearing courses and CTECS only	1. D	enable description of population	char(50)	2006-2023
State Department of Education (SDE)	SessionStartDate	The date the class/section starts	Courses	all	High-school credit-bearing courses and CTECS only	1. D	enable description of population	datetime	2006-2023
State Department of Education (SDE)	SessionEndDate	The date the class/section ends	Courses	all	High-school credit-bearing courses and CTECS only	1. D	enable description of population	datetime	2006-2023
<b>Schools</b>									
State Department of Education (SDE)	SchoolCode	Code indicating school of enrollment at the time of PSIS Collection reporting	Organization - School	all		1. C, D	enable description of population	char(10)	
State Department of Education (SDE)	SchoolName	Name of school of enrollment at the time of PSIS Collection reporting	Organization - School	all		1; 2	enable description of population and identification of risk factors	char(120)	
State Department of Education (SDE)	SchoolType	Classification of a school as Alternative School,Charter School, Intradistrict Magnet School, Special Education School,Technical High School,or Traditional/General Education	Organization - School	all		1. C, D; 2. H	enable description of population and identification of risk factors	varchar(70)	
State Department of Education (SDE)	SchoolGroupName	ID that tells whether an organization is Public or Private.	Organization - School	all		1. C, D	enable description of population	varchar(30)	
State Department of Education (SDE)	ParentDistrictCode	A seven digit representation of the parent district	Organization - School	all		1; 2	matching to outside reports	varchar(10)	
State Department of Education (SDE)	DistrictName	The name of a non-person entity such as an organization, institution, agency, business, or program. [CEDS Elements: Organization Name (000204), Name of Institution (000191), Program Name (000626), Responsible Organization Name (000631)]	Organization - School	all				varchar(120)	
State Department of Education (SDE)	CharterSchoolIndicator	A school or agency providing free public elementary or secondary education to eligible students under a specific charter granted by the state legislature or other appropriate authority and designated by such authority to be a charter school. [CEDS Element: Charter School Indicator, ID:000039]	Organization - School	all		1. A, D	enable description of population	bit	
State Department of Education (SDE)	GradesOfferedList	A comma-separated list of the grades offered by this organization.	Organization - School	all		1. D; 2. H, I	enable description of population	varchar(100)	
State Department of Education (SDE)	InterDistrictMagnetFlag	Indicates whether the school is an interdistrict magnet school. These are schools designed to voluntarily reduce racial, ethnic and economic isolation which seek to attract students by offering a special, high-quality curriculum.	Organization - School	all		1. C, D	enable description of population and identification of risk factors	bit	
State Department of Education (SDE)	IsVOAGCenterFlag	Flag field indicating whether the school offers prgrams for vocational or agricultural services.	Organization - School	all		1. A, D; 2. H, I	enable description of population and identification of risk factors	bit	
State Department of Education (SDE)	OrganizationTypeCode	Short version of the organization type name	Organization - School	all		1. D; 2. H, I	enable description of population and identification of risk factors	varchar(50)	
State Department of Education (SDE)	OrganizationTypeName	The type of organizational entity	Organization - School	all		1. D; 2. H, I	enable description of population and identification of risk factors	varchar(100)	
State Department of Education (SDE)	ProgramTypeName	Text representation of the organization program type. Valid values include 1 - Technical, 2 - Pre-Kindergarten, 3 - Alternative, 4 - Special Education, 5 - Part-time Magnet, 6 - Transition, 7 - Part-time Vocational Agriculture, 8 - Other.	Organization - School	all		1. A, D	enable description of population and identification of risk factors	varchar(50)	
State Department of Education (SDE)	ShipCity	The name of the city in which an address is located. [CEDS Element: Address City, ID:000040]	Organization - School	all		1. C, D; 2. H	enable description of population and identification of risk factors	varchar(30)	
State Department of Education (SDE)	ShipPostalCode	A number that identifies each postal delivery area in the United States used as a portion of an address. [CEDS Element: Address Postal Code, ID:000214]	Organization - School	all		1. C, D; 2. H	enable description of population and identification of risk factors	varchar(17)	
State Department of Education (SDE)	ShipStateCode	Two-letter state code	Organization - School	all		1. C, D; 2. H	enable description of population and identification of risk factors	varchar(20)	
<b>Districts</b>									
State Department of Education (SDE)	DistrictCode	A numeric code for the district. Can connect to ReportingDistrictCode	Organization - District	all				varchar(10)	
State Department of Education (SDE)	DistrictGroupName	ID that tells whether an organization is Public or Private.	Organization - District	all		1. C, D	enable description of population	varchar(30)	
State Department of Education (SDE)	DistrictName	The name of a non-person entity such as an organization, institution, agency, business, or program. [CEDS Elements: Organization Name (000204), Name of Institution (000191), Program Name (000626), Responsible Organization Name (000631)]	Organization - District	all				varchar(120)	
State Department of Education (SDE)	OrganizationTypeName	The type of organizational entity	Organization - District	all		1. D; 2. H, I	enable description of population and identification of risk factors	varchar(100)	
State Department of Education (SDE)	OrganizationTypeCode	Short version of the organization type name	Organization - District	all		1. D; 2. H, I	enable description of population and identification of risk factors	varchar(50)	
State Department of Education (SDE)	ShipCity	The name of the city in which an address is located. [CEDS Element: Address City, ID:000040]	Organization - District	all		1. C, D; 2. H	enable description of population and identification of risk factors	varchar(30)	
State Department of Education (SDE)	ShipPostalCode	A number that identifies each postal delivery area in the United States used as a portion of an address. [CEDS Element: Address Postal Code, ID:000214]	Organization - District	all		1. C, D; 2. H	enable description of population and identification of risk factors	varchar(17)	
State Department of Education (SDE)	ShipStateCode	Two-letter state code	Organization	all		1. C, D; 2. H	enable description of population and identification of risk factors	varchar(20)	
<b>Exits</b>									
State Department of Education (SDE)	FakeID	A random number used to link records for an individual	Assessment	all		matching		integer	
State Department of Education (SDE)	DistrictCode	A numeric code for the district. Can connect to ReportingDistrictCode	Exits	all				varchar	2006-2023
State Department of Education (SDE)	DistrictName	The name of a non-person entity such as an organization, institution, agency, business, or program. [CEDS Elements: Organization Name (000204), Name of Institution (000191), Program Name (000626), Responsible Organization Name (000631)]	Exits	all				varchar	2006-2023
State Department of Education (SDE)	ExitDate	Date of exit	Exits	all				Date	2006-2023
State Department of Education (SDE)	ExitTypeCode	Short version of the ExitTypeName	Enrollment	all					2006-2023
State Department of Education (SDE)	ExitTypeName	The circumstances under which the student exited from membership in an educational institution.	Enrollment	all					2006-2023

## **P20 WIN User Acknowledgment Form (Template)**

I [ ] acknowledge that all Data received through the P20 WIN E-MOU is confidential and must be protected from unauthorized disclosure and use. I have been provided access to a copy of the Data Sharing Agreement (whether on paper or electronically) and agree to abide by the same restrictions and conditions that apply to Data User with respect to the Data as stated in Article II.

I have been instructed by the Participating Agency on the permissible use(s) of the Data and will not use the Data for any other purpose. Participating Agency has provided me with a list of individuals with whom I may share the Data. I understand that I may not share the Data with any other entity or person, including but not limited to other employees, agents or contractors of Participating Agency who are not authorized to access the Data. I have received instructions from Participating Agency on the proper way to store, handle, and protect the confidentiality of the Data and shall take necessary steps to reduce the risk of unauthorized disclosure or use. I understand that I must report all violations of this agreement to the Operating Group per Article II.

Finally, I understand that unauthorized use or disclosure of the Data to any unauthorized individual or entity, is punishable by State and Federal statutes that impose legal sanctions.

Signed: \_\_\_\_\_

## Exhibit B: User Acknowledgment Forms

### USER ACKNOWLEDGMENT FORM

JD-ES-251 Rev. 4-18  
C.G.S. §§ 54-142a, 54-142e

STATE OF CONNECTICUT  
**JUDICIAL BRANCH**  
[www.jud.ct.gov](http://www.jud.ct.gov)



Instructions to Person Receiving Information from the Judicial Branch Information Technology Division

1. Complete this form and mail original with payment, if required, to:

State of Connecticut, Judicial Branch  
Fiscal Administration  
90 Washington Street, 4th floor  
Hartford, CT 06105-4406

2. Please be advised that your request for service cannot be processed until this form and any payment required is received by the Judicial Branch.

The User acknowledges that (1) the Judicial Branch's computer file containing court information is not always the official court record in these cases and that due to delays in data entry and/or data entry errors, the computer file may contain errors, omissions, or information that is not disclosable, (2) when the court's paper file is the official case file, the paper file is the most accurate record of court proceedings, (3) it is the responsibility of the User and/or its subscribers, customers, clients or other third parties to confirm either independently or from the court's paper file (when the paper file is the official court file) that information obtained from the Judicial Branch database is accurate, current and disclosable, (4) the Judicial Branch recommends that the User resolve any discrepancies between the court's paper file (when it is the official case file) and the information obtained from the database in favor of the court's paper file, (5) information identifying a party protected by a restraining order or a foreign protective order will not be provided, and (6) the Judicial Branch reserves the right to change its policy regarding access to the computer file and may alter and/or terminate this agreement upon thirty (30) days written notice.

In addition, User agrees to the following:

1. User agrees to comply with all applicable laws and rules governing the confidentiality of any data provided by the Judicial Branch and also to comply with any applicable Judicial Branch confidentiality policies that may be in effect during the term of this Agreement, provided that notice of such policies has been provided.
2. User shall not misrepresent the data provided, or any portion thereof, and shall not use the data provided, or any portion thereof, for any tortious, criminal or other unlawful purpose.
3. To the extent permitted by law, the User agrees, without costs to Judicial, to defend, indemnify and hold harmless the Judicial Branch, its officers, agents and employees, against all claims, demands, suits, losses, damages, penalties, expenses and liabilities (including reasonable attorney's fees and all costs incurred) arising from the User's use of the data provided. The terms of this provision shall survive the expiration or termination of this agreement.
4. User agrees not to use the data to allow, enable or otherwise support the transmission by e-mail, telephone or facsimile of mass, unsolicited, commercial advertising or solicitations to entities other than its own existing customers.
5. User agrees not to sell or redistribute the data except insofar as it has been incorporated by the User into a value-added product or service that does not permit the extraction of a substantial portion of the bulk data from the value-added product or service used by other parties.
6. Users who purchase records of criminal matters of public record shall, prior to disclosing such records, (a) purchase from the Judicial Branch any available updates concerning matters that have been erased pursuant to section 54-142a of the Connecticut General Statutes, (b) update its record of criminal matters to permanently delete such records, and (c) not further disclose such erased records. C.G.S. § 54-142e.
7. Users who purchase records of infractions convictions understand that they are not criminal convictions and shall not misrepresent them as criminal convictions.

I have read/had read to me and I understand and agree to all the terms and conditions stated in the above User Acknowledgment Agreement. I understand that the User's right to obtain or use the information provided may be terminated if the User does not comply with the above terms and conditions.

Approved by <b>Please type or print</b>	Title
, Duly Authorized	
Business name	E-mail address
Address	Phone number
	Fax number
Signed	Date

## P20 WIN DR-0043b Exhibit C – Confidentiality Agreement

### List of Persons with Access to Resultant Data for Approved Data Request

Request: P20 WIN Data Request #0043b

Project Title: 2024 Annual Report on Disconnected Youth in Connecticut

List of persons with access to Resultant Data described in P20 WIN DSA Section VI.H.

Name	Role	Title	Organization	Email
Rachel Leventhal-Weiner	Principal Investigator	Director of Evaluation and Impact	State of Connecticut, Office of Policy & Management	<a href="mailto:rachel.leventhal-weiner@ct.gov">rachel.leventhal-weiner@ct.gov</a>
Ashley Dhaim	Researcher	Research Analyst	State of Connecticut, Office of Policy & Management	<a href="mailto:ashley.dhaim@ct.gov">ashley.dhaim@ct.gov</a>
Lane McBride	Co-Investigator	Managing Director & Senior Partner	Boston Consulting Group (BCG)	<a href="mailto:McBride.Lane@bcg.com">McBride.Lane@bcg.com</a>
Claudia Newman-Martin	Co-Investigator	Managing Director & Partner	Boston Consulting Group (BCG)	<a href="mailto:NewmanMartin.Claudia@bcg.com">NewmanMartin.Claudia@bcg.com</a>
Nikolaus (Nicky) Axmann	Researcher	Project Leader	Boston Consulting Group (BCG)	<a href="mailto:Axmann.Nicky@bcg.com">Axmann.Nicky@bcg.com</a>
Ziang (Leon) Wang	Researcher	Consultant	Boston Consulting Group (BCG)	<a href="mailto:Wang.Leon@bcg.com">Wang.Leon@bcg.com</a>
Yuka Sugimori	Researcher	Consultant	Boston Consulting Group (BCG)	<a href="mailto:Sugimori.Yuka@bcg.com">Sugimori.Yuka@bcg.com</a>
Ethan Stewart	Researcher	Associate	Boston Consulting Group (BCG)	<a href="mailto:Stewart.Ethan@bcg.com">Stewart.Ethan@bcg.com</a>
Felipe Avella	Data Scientist	Sr. Data & Analytics Manager	Boston Consulting Group (BCG)	<a href="mailto:Avella.Felipe@bcg.com">Avella.Felipe@bcg.com</a>
Rishi Saxena	Data Scientist	Senior Data Analyst	Boston Consulting Group (BCG)	<a href="mailto:Saxena.Rishi@bcg.com">Saxena.Rishi@bcg.com</a>



## **P20 WIN Personal Statement of Confidentiality**

As a Data Recipient, before you are allowed access to the information through the Preschool through Twenty and Workforce Information Network (P20 WIN) for Disconnected and Disengaged Youth in Connecticut (DR-0043), you are required to read, agree and execute the following statement of your knowledge, obligation and responsibility with respect to any data exchanged through P20 WIN.

- As an employee of \_\_\_\_\_ (Data Recipient), I have access to information provided through P20 WIN. This data shall not be used to make any decisions about the rights, benefits or privileges of those individuals identified through the matching process. Further, P20 WIN information is confidential, and may be used solely for the purposes of work defined in the approved Data Sharing Request Form, attached as Exhibit A to the Data Sharing Agreement (DSA).
- I have been informed and understand that all information related to this DSA is confidential and may not be disclosed to unauthorized persons. I agree that I am responsible for maintaining this confidentiality. I agree not to divulge, transfer, sell, or otherwise make known to unauthorized persons any information contained in this system. I agree to abide by all federal and state laws and regulations regarding confidentiality and disclosure of the information related to this DSA.
- I will not use the data for any purpose other than as described in Exhibit A to the DSA and I will not facilitate or tolerate by others any unauthorized use of information provided or generated.
- I agree to store all query data, in print or electronic form, in a locked receptacle that can be accessed by authorized persons only. I agree to store all query data on secure desktop computers and in secure files to which access is restricted to authorized persons only. I agree that no query data may be placed or stored on a mobile computing or storage device. For purposes of this agreement, a definition of “mobile computing device” includes, but is not limited to, notebooks, palmtops, PDAs, iPods®, Blackberry® devices, and cell phones with internet browsing capability. A “mobile storage device” includes but is not limited to, mobile computing devices, diskettes, magnetic tapes, external/removable hard drives, flash cards (e.g., SD, Compact Flash), thumb drives (USB keys), jump drives, compact disks, digital video disks, etc.
- I agree to destroy all confidential information obtained through this agreement as soon as such information is no longer needed.
- I agree that the Data Governing Board of P20 WIN will be allowed access to monitor all authorized users to ensure such users observe the confidentiality requirements of the information obtained under this DSA.
- I agree to notify my supervisor immediately of any breach or unauthorized disclosure of any information related to this Agreement.

**P20 WIN DR-0043b Exhibit C – Confidentiality Agreement**

This statement of confidentiality shall be valid for a period of one year from the date of signature.

Data Recipient Employee or User: I have read and understand the above Personal Statement of Confidentiality.

**Signature** \_\_\_\_\_

**Printed Name** \_\_\_\_\_

**Organization** \_\_\_\_\_

**Job Title** \_\_\_\_\_

**E-mail Address** \_\_\_\_\_

**Date** \_\_\_\_\_



# State of Connecticut

## JUDICIAL BRANCH

COURT SUPPORT SERVICES DIVISION  
455 Winding Brook Drive, Glastonbury, CT 06033

### CSSD Internal Research & Review Committee Recommendation Report

**TO:** Gary A. Roberge, Executive Director  
**FROM:** Cailyn Ogle, Internal Research Review Committee Chairperson  
**DATE:** September 3, 2024

**RE: IRRC Proposal #0180 - (P20 WIN Data Request 0043b) Annual Report on Disconnected Youth in Connecticut**

**Principal Investigators (PI):** Rachel Leventhal-Weiner; Director of Evaluation & Impact, Office of Policy & Management, Adhlere Coffy; Dalio Foundation, and Lane McBride; Boston Consulting Group

**Funding Source:** Connecticut Office of Policy & Management, in capacity as administrator of P20WIN

**Legislative Mandate:** Public Act 24-45 "An Act Concerning Education Mandate Relief, Schools Discipline and Disconnected Youth."

**Approval Period:** July 31, 2024 — December 31, 2027

**Recommendation:** This proposal is submitted to the JBCSSD Executive Director with a recommendation for approval.

**Purpose:**

The purpose of this request is to fulfill the State of Connecticut passed PA 24-45 "An Act Concerning Education Mandate Relief, Schools Discipline and Disconnected Youth." The project aims to understand young people who are/have been at risk of disconnection or are disconnected from school, work and/or pro-social institutions in Connecticut.

In alignment with the Legislative Mandate, one of the key outcomes of research project is to gain understanding of the number and composition of disconnected and at-risk youth, consistent with definitions and models used in the 2023 report by BCG (IRRC application 0160). The project aims to address two main objectives:

1. Refresh the understanding of "at-risk" and "disconnected" young people in Connecticut and
2. Examine channels, pathways, and other factors associated with individuals' academic and employment journeys.

**Methodology:**

The study shall consist of three phases consisting of descriptive analysis and categorical modeling as follows: 1) In alignment with statutory requirements the study shall use descriptive analysis to determine the number and profiles of at-risk and disconnected youth, 2) provide information on the size, concentration, and demographic profile of the target populations and 3) evaluation how youth's levels of engagement differ based on channels, pathways and other factors based on descriptive analysis. Cohorts will be created based on birth years and other definitional data elements. All analyses shall be conducted using secondary administrative data.

**Data Collection, Informed Consent & Confidentiality:**

Per the Legislative Mandate, this study shall proceed through the P20WIN request process. The following state agencies shall be part of the request: the CT Judicial Branch Court Support Services Division (JBCSSD) and CT Department of Corrections (DOC). As a part of this request, Boston Consulting Group (BCG) via P20WIN (hereinafter referred as the researchers) are asking that DOC match data records to JBCSSD data to determine an individuals' actual length of incarceration.

The Connecticut Department of Labor (DOL), as the data integration hub for P20WIN, shall be responsible for matching administrative data records from DOC and JBCSSD. To enable the matching process, personally identifiable information (PII) shall be shared in file separate to the programmatic data (e.g., arrests, diversionary programs). OPM and BCG shall only receive a de-identified dataset, along with a CSSD-designated dummy identifier variable that allows researchers to



# State of Connecticut

## JUDICIAL BRANCH

COURT SUPPORT SERVICES DIVISION  
455 Winding Brook Drive, Glastonbury, CT 06033

trace the person's interactions across state agencies. BCG will provide results of the study to JBCSSD. JBCSSD shall provide the specified data elements for disconnect youth ages 14 to 26 between 2014 to 2023.

Data for this project shall be transferred via SFTP. For the 2024 analysis, data shall be temporarily stored on BCG laptops and on Sharepoint in accordance with BCG privacy policies, all data processing agreements and legal guidelines for the duration of the project and automatically deleted upon completion. On Sharepoint, all at-rest data is encrypted.

### Publication/Reporting Plans:

The research from this Legislative Mandate shall culminate in a public-facing report that summarizes the demographic and geographic distribution of at-risk and disconnection and the channels, pathways, and other factors that are associated with young people's academic and employment journeys. Per Section 21-22 of PA 24-45, this report shall be submitted annually by the P20WIN Executive Board to the "Appropriations, Children, Education, Human Services, Judiciary, Labor and Public Employees, and Public Health committees," starting in January 1, 2025.

### Progress Reports/Modifications/Re-approval/Adverse Circumstances:

If changes are made to any aspects of this research project, the Principal Investigator will advise the IRRC in writing by requesting and completing an *Application for Continuation, Modification or Termination*. It is the researcher's responsibility to request the same form to apply for re approval of ongoing research beyond the approval dates noted on this agreement or at least once yearly within 30 days of the start date as noted. If any adverse situations occur during the conduct of the study, Researchers will immediately advise the CSSD Chair of the IRRC within 48 hours. Principle Investigator will also provide yearly progress reports from the date of approval (or progress reports upon completion of the project) by requesting and completing a *Progress Report for Existing & Approved Research Project*.

Accepted by Gary A. Roberge  
JBCSSD Executive Director

Accepted by Rachel Leventhal-Weiner  
Director of Evaluation & Impact, Office of Policy & Management  
Principal Investigator

(Date)

(Date)

Accepted by Adhlere Coffy  
Dalio Foundation  
Principal Investigator

Accepted by Lane McBride  
Boston Consulting Group  
Principal Investigator

(Date)

(Date)

**P20 WIN**  
**ENTERPRISE MEMORANDUM OF UNDERSTANDING**  
**Between**  
**State Board of Education, Office of Early Childhood, Connecticut State Colleges and Universities,**  
**Connecticut Department of Labor, University of Connecticut,**  
**Connecticut Conference of Independent Colleges,**  
**Connecticut Department of Social Services, Connecticut Office of Higher Education,**  
**Connecticut Department of Children and Families,**  
**Connecticut Coalition to End Homelessness,**  
**Connecticut Department of Mental Health and Addiction Services,**  
**Judicial Branch Court Support Services Division,**  
**Connecticut Technical Education and Career System,**  
**Department of Correction,**  
**Office of Workforce Strategy,**  
**And**  
**Connecticut Office of Policy and Management (as the “Operating Group”)**  
**And**  
**Connecticut Department of Labor (as the “Data Integration Hub”)**

**WHEREAS**, data sharing is an indispensable component of cross-system collaboration needed to achieve the best government solutions for the residents of the State of Connecticut;

**WHEREAS**, it is important to make interagency data sharing more streamlined and efficient, increasing the integration and analysis of data across agencies and programs;

**WHEREAS**, the State is committed to protecting and strengthening the data security and individual critical privacy safeguards and confidentiality requirements pursuant to federal and state laws;

**WHEREAS**, the State recognizes that persons and communities of color often face disparate impacts and are overrepresented in certain agencies’ administrative data;

**WHEREAS**, cross- agency data sharing shall only occur under principles that advance the equitable use of data;

**WHEREAS**, certain state agencies and entities agree to securely exchange data as permitted or required by applicable law in order to improve the services they provide and programs they operate for the benefit of residents of the State of Connecticut;

**WHEREAS**, the Connecticut Preschool through Twenty and Workforce Information Network (“P20 WIN”) consortium of agencies and entities has accomplished a tremendous amount of work and demonstrated

success in sharing data for program evaluation and research purposes involving education and workforce development;

**WHEREAS**, there is momentum and mutual motivation in the executive and legislative branches of Connecticut government to build on the success of P20 WIN and other initiatives reliant on successful data sharing, including the Two-Generational (“2Gen”) Initiative, the Governor’s Workforce Council and the Governor’s Task Force on Housing and Supports for Vulnerable Populations;

**WHEREAS**, to build on the success of P20 WIN and its authority to establish and implement policies related to cross-agency data sharing management, including, but not limited to data privacy, confidentiality and security in alignment with the vision for P20 WIN and any applicable law, and to further the participation in data sharing between state agencies and other organizations for legitimate governmental purposes, to inform policy and practice for education, workforce and supportive service efforts, including but not limited to conducting research, audits, studies and evaluations of federal or state programs as prescribed in C.G.S. § 10a-57g and applicable federal laws, and any additional purposes authorized in the future through statutory changes by the Connecticut General Assembly and approved by the P20 WIN Executive Board, the P20 WIN Parties agree to the terms and conditions of this Enterprise Memorandum of Understanding (“E-MOU”), in collaboration with the Office of Policy and Management (“OPM”) pursuant to its statutory mandate (C.S.G. § 4-67n) to securely and effectively integrate and share data between agencies, and develop policies and procedures to support the same;

**WHEREAS**, C.G.S. § 10a-57g (6) defines “Participating Agency” as including the Connecticut State Colleges and Universities, Department of Education, Department of Labor, the Office of Early Childhood, the University of Connecticut, the Connecticut Conference of Independent Colleges, as well as “any entity that has executed an enterprise memorandum of understanding for participation in the P20 WIN and has been approved for participation pursuant to the terms of this E-MOU;”

**WHEREAS**, the entities that comprise P20 WIN and new state agencies or entities agree to enter into this E-MOU setting forth the terms and conditions of such data sharing; such state agencies and entities include the State Board of Education (“SBOE”), the Office of Early Childhood (“OEC”), the Connecticut State Colleges and Universities (“CSCU”), the Connecticut Department of Labor (“DOL”), the University of Connecticut (“UConn”), the Connecticut Conference of Independent Colleges (“CCIC”), the Connecticut Department of Social Services (“DSS”), the Office of Higher Education (“OHE”), the Connecticut Department of Children and Families (“DCF”), the Connecticut Coalition to End Homelessness (“CCEH”), the Connecticut Department of Mental Health and Addiction Services (“DMHAS”), the Judicial Branch Court Support Services Division (“JBCSSD”), the Connecticut Technical Education and Career System (“CTECS”), the Connecticut Department of Correction (“DOC”), and the Connecticut Office of Workforce Strategy (“OWS”), and any other state agency or entity that is approved by the Parties to join and that agrees to the terms and conditions of this E-MOU in the future (individually referred to as a “Participating Agency” or collectively “Participating Agencies”), and the Connecticut Office of Policy and Management (“OPM” or the “Operating Group”) and the Connecticut

Department of Labor (the Data Integration Hub)(collectively or individually, these entities may be referred to as a “Party” or “Parties”); and

**WHEREAS**, C.G.S. § 10a-57g(8)(d) authorizes the Executive Board of P20 WIN to appoint advisory committees to make recommendations on data stewardship, data system expansion and processes, and such other areas that will advance the work of CP20 WIN.

**NOW, THEREFORE**, the Parties mutually agree to the provisions set forth in this E-MOU.

## **I. PRELIMINARY STATEMENT**

It is specifically understood that by entering this E-MOU and agreeing to its terms and conditions, each Participating Agency is not forfeiting any of its rights to its data, its autonomy to determine the use of and the sharing of any of its data or limit the re-disclosure of the shared data, or whether to share any of its data for a particular purpose. The Parties understand that the goal of this E-MOU is to increase data sharing for legitimate governmental purposes, including but not limited to the evidence-based policy-making to improve supportive services, education and workforce development outcomes in the State of Connecticut, the determination of resources and services allocation, and to make Data Sharing, when approved and authorized by the Participating Agency, more efficient and effective.

## **II. DEFINITIONS**

For purpose of this E-MOU, the following definitions shall apply:

**Anonymized Data (“Anonymized Data”)** refers to Data that cannot be linked back to an individual and, as such, are not useful for monitoring the progress and performance of Individuals; however, such Data can be used for other research or training purposes.

**Breach(es) (“Breach” or “Breaches”)** shall mean all known or suspected incidents that result in or could reasonably result in the unauthorized access, use, or disclosure of any data transmitted or shared pursuant to this E-MOU that is protected by federal or state laws.

**Data (“Data”)** means statistical or other information that: (A) is reflected in a list, table, graph, chart, or other non-narrative form that can be digitally transmitted or processed; (B) is regularly created and maintained by or on behalf of an Participating Agency; and (C) records a measurement, transaction or determination related to the mission of the Participating Agency or is provided to such Participating Agency by any third party as required by any provision of law or contract.

**Data Definitions (“Data Definitions”)** are the plain language descriptions of Data Elements. The definitions should be specific enough to allow Users to fully understand the Data Elements.

**Data Dictionary (“Data Dictionary”)** is a listing of the names of a set of Data Elements, their definitions and additional Meta-data. A Data Dictionary does not contain any actual data; rather it serves to provide information about the data in a data set.

**Data Elements (“Data Elements”)** are units of information as they are stored or accessed in any data system. For example, education data elements about a student’s academic history could include: student ID number, course code, credits attempted, cumulative grade point average, etc.

**Data Integration Hub (“Data Integration Hub”)** is the Connecticut Department of Labor (“DOL”) and is the centralized enterprise Data matching service for P20 WIN with the Participating Agencies.

**Data Recipient (“Data Recipient”)** means any person, entity or organization that is a party to an approved Data Sharing Agreement that receives Data sets from Participating Agencies for legitimate state purposes.

**Data Request Management (“Data Request Management”)** means the required review and approval process for each Data Sharing request as described in full in this E-MOU and its Appendices, attached and incorporated hereto.

**Data Sharing (“Data Sharing”)** means the act of securely transferring Data with multiple users or applications, integrating different data sets between the Participating Agencies, the Data Integration Hub and Data Recipients. Data Sharing shall encompass the utilization of personally-identifiable information for the creation of anonymized personal information and aggregate information.

**Data Sharing Agreement (“Data Sharing Agreement” or “DSA”)** is a specific agreement that includes the specific terms and conditions that govern how Data are transferred, stored, matched and managed. It also outlines the role and responsibilities of the Data Recipient who has requested the data and includes the project objectives, methodology, Data fields and Data security plan (e.g., plan to mitigate the risk of re-identification in research project), dissemination plan, and timeline of project completion. The DSA will be signed by two (2) or more Participating Agencies providing their Data, the Data Integration Hub, and the Data Recipient and must be in compliance with this E-MOU. A DSA’s terms and conditions may differ depending on each Participating Agencies’ confidentiality and privacy requirements.

**De-identification of Data or De-identified Data (“De-identification of Data” or “De-identified Data”)** refers to the process of removing or obscuring any personally-identifiable information in a way that minimizes the risk of unintended disclosure of the identity of individuals and information about them. Specific steps and methods used to de-identify information may vary depending on the circumstances, but should be appropriate to protect the confidentiality of in the Individuals. While it may not be possible to remove the disclosure risk completely, de-identification is considered successful when there is no reasonable basis to believe that the remaining information provided through a single release or through a combination of multiple releases can be used to identify an Individual. De-identified Data is the result of the De-Identification of Data



**Digital Credentials (“Digital Credentials”)** means a mechanism, such as a public-key infrastructure or electronic signature that enables Participating Agencies to electronically prove their identity and their authority to conduct a Data transmittal to the Data Integration Hub.

**Effective Date (“Effective Date”)** shall mean the date of execution of this E-MOU by at least two (2) or more Participating Agencies, the Data Integration Hub, and OPM.

**Individual (“Individual”)** shall mean a client, person or entity whose data is maintained by a Participating Agency and potentially subject to exchange with other Participating Agencies.

**Operating Group (“Operating Group”)** is the Connecticut Office of Policy and Management (OPM) that facilitates the smooth and efficient operation of P20 WIN for the benefit of the Participating Agencies and the greater benefit of the State of Connecticut.

**Personally-Identifiable Information (“PII”)** means information capable of being associated with a particular individual through one or more identifiers, as defined in state and /or federal law, including but not limited to C.G.S. §§ 4e-70(4), 10-234aa(4), 10a-42h, 31-254, 31-701b(a), and 42-471; 20 C.F.R. §603; 34 C.F.R. Part 99.

**Re-disclosure (“Re-disclosure”)** means transfer or disclosure of PII to any other person or entity whose access to such PII or other identifying Data is not specifically authorized in this E-MOU.

**Resultant Data (“Resultant Data”)** is the Data provided by the Participating Agencies and the Data Integration Hub to the Data Recipient pursuant to a Data Sharing Agreement signed by two (2) or more Participating Agencies. Resultant Data includes original Data files received for analysis from Participating Agencies and a crosswalk of unique generic identifiers used to connect the analyzed data together. It also includes the working documents and derivative tables that are created from this analyzed data before the documents and tables have been reviewed according to the DSA and subsequently approved as appropriately aggregated for access to Users beyond those names in the DSA.

**Specifications (“Specifications”)** shall mean the specifications established by applicable federal and state law or adopted by the Data Governing Board that prescribe the Data content, privacy, confidentiality, technical and security requirements needed to enable the Participating Agencies and the Data Integration Hub to Transmit Data and protect Data at rest. Specifications may include, but are not limited to specific standards, services, and policies applicable to Transmission of Data pursuant to this E-MOU.

**Transmit/Transmittal/Transmission of Data or Data Transmittal (“Transmit”, “Transmittal”, “Transmission of Data” or “Data Transmittal”)** shall mean, in varying tenses, to share Data electronically using technology allowed by the Specifications.

**User or Users (“User” or “Users”)** shall mean employee of a Participating Agency or Data Integration Hub, or individual, agent, or entity (e.g., an independent contractor), who has been authorized to access the Data in accordance with the applicable DSA and any applicable Federal and State laws.

### **III. GOVERNANCE STRUCTURE, ROLES AND RESPONSIBILITIES**

P20 WIN shall have a cross-agency data governance system that provides the structure to create and implement the necessary policies and procedures for a multi-agency Data Sharing system to address broad policy questions and state needs. To achieve this goal, pursuant to P20 WIN’s authority set forth in C.G.S. § 10a-57g to establish boards and advisory committees, there shall be an Executive Board, a Data Governing Board and a Resident Advisory Board whose tasks are set forth below. Together these groups shall provide P20 WIN Data Sharing process leadership, policy creation, system implementation, maintenance, and improvement. All members of the Boards will be voting members, each with one (1) vote, except that any member that is not a representative of a state agency shall be disqualified from participating and voting in decisions pertaining to the use of public funds or resources.

- A. Together, the P20 WIN governance bodies shall work in concert to ensure that the following processes operate smoothly:
  1. Response to data requests. The Operating Group shall receive and manage the Data Sharing Request Forms (Exhibit A to the Data Sharing Agreement) and support the Data Governing Board members involved in the Request in accordance with the Data Sharing Management procedure described in Section XI.
  2. Determination of authorized Users and access rights. In accordance with applicable law and this E-MOU, the Data Governing Board shall: (a) establish a process to approve the Users who are to have access to data (de-identified or identified) and are named in the Data Sharing Request Form, and (b) establish the parameters for Data Transmission and Data destruction.
  3. Development and maintenance of cross-agency Data Dictionary. The Data Governing Board shall be responsible for ensuring that the Data Dictionary for each Participating Agency is complete and up-to-date.
  4. Addition, Suspension and Readmission of Participating Agencies. The Executive Board shall approve a protocol for expanding the Data Sharing process to include additional agencies or organizations or additional Data so that the technical infrastructure is expanded, and new Participating Agencies have representation in the named committees. New Participating Agencies shall be added in accordance with Appendix 1. The suspension and readmission of Participating Agencies shall also be determined by the Executive Board in accordance with Appendix 1.
  5. Responsibility for P20 WIN Policies, Staffing and Financial Support. The Executive Board shall have overall fiscal and policy responsibility to sustain and improve the Data Sharing process, including how the Operating Group and the Data Integration Hub will be staffed and supported financially.

6. Modification of policy. The Data Governing Board may make recommendations to the Executive Board to modify policies and procedures in accordance with Appendices 3 and 4.

#### IV. **EXECUTIVE BOARD**

The Executive Board is a multi-agency committee that shall provide vision, oversight and leadership for the data governance structure. The Executive Board shall consist of the members as defined in C.G.S. § 10a-57g. The Executive Board shall have ultimate policy decision-making authority for the P20 WIN Data Sharing process. Each member shall hold staff within their respective agencies accountable to the goals of the system. Executive Board members shall work to support and continue to secure resources for the Data Sharing process and its efficient operation, thereby adding value to their respective agencies and to Connecticut as a whole.

The Executive Board shall elect a Chairperson. The Chairperson shall be a State official or employee and shall conduct all Executive Board meetings, represent the P20 WIN Data Sharing process, and work with all Participating Agency leaders and political leaders to assure agency-to-agency coordination and to further data sharing to improve services provided to the residents of Connecticut. The Chairperson shall lead the Executive Board to set the direction for the Data Sharing process and shall work with the Operating Group on agenda setting and operational matters. The Chairperson shall be elected by the full Executive Board and will serve a term of two (2) years. On matters requiring votes, the Chairperson shall vote to break a tie.

##### A. Responsibilities:

1. Attend regular Executive Board meetings to be held quarterly.
2. Define, develop and advance a vision and supporting policies to use the Data Sharing process for legitimate State purposes, including but not limited to informing operations and service delivery, conducting research, studies, audits and evaluations, developing reports and indicators and any additional purposes in the future through statutory changes by the Connecticut General Assembly and approved by the Executive Board, subject to all federal and state laws and regulations.
3. Each member shall identify a representative to serve on the Data Governing Board.
4. Convene to respond to escalated issues from the Data Governing Board.
5. Have overall fiscal and policy responsibility for P20 WIN.
6. Identify and work to secure resources necessary to sustain the P20 WIN.
7. Champion the implementation, maintenance and improvement of P20 WIN by advocating for the Data Sharing process in regard to policy, legislation and resources.
8. Members shall not only represent the interests of their Participating Agency and clients and, consistent with applicable law and their Participating Agency's authority, shall work to support the state's vision of Data Sharing and improved Data Sharing using the Data Integration Hub.

9. Assist the Data Sharing process to ensure that the work always promotes equity and that research and data sharing efforts do not disparately impact consumers or families.
10. Make recommendations to the Operating Group regarding fiscal and budgetary issues for the Data Sharing process.
11. Ensure the proper use of and monitor circumstances in which public funds or resources that are to be jointly utilized with those from private entities (such arrangements are governed by appropriate Data Sharing Agreement).
12. Add, suspend and readmit Participating Agencies in accordance with Appendix
13. Establish bylaws to govern its procedures.

- B. The Executive Board shall have the authority to create standing or special committees (e.g., legal committee; data steward committee) when necessary.

The Executive Board will meet, with appropriate prior publication of notice of the meeting consistent with the requirements of Chapter 14, including but not limited to C.G.S. §§ 1-206 and 1-225 -232.

The role and responsibilities of the Executive Board shall not replace the role of an Institutional Review Board.

## **V. DATA GOVERNING BOARD**

Pertaining to any Data Sharing pursuant to this E-MOU, and in compliance with federal and state laws, the Data Governing Board shall establish policies related to cross-agency data management, including but not limited to, data privacy, confidentiality and security in conformance with applicable law. It shall also develop recommendations on policies and practices that need to be developed or improved and shall be responsible for implementing the processes necessary to carry out the approved policies. The Data Governing Board shall provide oversight for the technical implementation of the Data Sharing process and shall be responsible for ensuring the availability, privacy, confidentiality, security and quality of data shared through the Data Integration Hub and with Data Recipient(s). Each Party shall appoint to the Data Governing Board one (1) staff to fulfill the responsibilities defined in C.G.S. § 10a-57g. Members shall work collaboratively to develop policies necessary for the implementation, maintenance, security, privacy, confidentiality and improvement of the Data Sharing process.

- A. Responsibilities:
  1. Attend regular Data Governing Board meetings to be held monthly.
  2. Establish data governance policies to enable, improve and sustain the Data Sharing process and the Data Sharing Requests from the point of application through completion, including but not limited to the Data Sharing Management procedures pursuant to Section XI of this E-MOU. All policies and actions of the Data Governing Board shall further the vision of P20 WIN, including the prioritized research agenda established by the Executive Board and shall be consistent with this E-MOU. In accordance with applicable law and this E-MOU, provide

- the appropriate Data from their respective Participating Agency source systems to support the accurate and effective implementation of the Data Sharing process.
3. Review and approve Data Sharing Requests, data output and resulting publications prior to release in accordance with applicable law and in accordance with Section XI of this E-MOU and pursuant to the Participating Agencies agreeing to share their data pursuant to a signed Data Sharing Agreement.
  4. Identify, as needed, additional data stewards and subject matter experts to implement the Data Sharing process and to provide recommendations to the Data Governing Board to improve the Data Sharing process.
  5. Specify and produce guidance for reports that the Data Sharing process produces on a regular basis.
  6. Establish a process to regularly review, and on an annual basis, produce a report on the efforts of P20 WIN to promote equity and that research and data sharing efforts do not disparately impact consumers or families.
  7. Maintain a protocol for expanding the Data Sharing system to include additional agencies or data pursuant to Appendix 1.
  8. Members of the Data Governing Board shall not only represent the interests of their Participating Agency and/or clients but consistent with applicable law and their agency's authority, work to support the State's vision of data sharing and the Data Sharing process.
  9. Develop data standards and data cleansing processes.
  10. Develop, document and monitor Data Definitions and Metadata for shared Data Elements within the cross-agency Data Dictionary, using State guidance on Metadata standards.
  11. Evaluate the quality of the technical process for matching data and quality of the data available through the P20 WIN Data Sharing system.
  12. Develop policies and procedures, including but not limited to policies and procedures to ensure data privacy, confidentiality and security.
  13. Receive reports of a Breach or a suspected Breach pursuant to Appendix 2, and receive confirmation from Participating Agencies and the Data Integration Hub when the security of their systems has been restored after Breaches. Notification of a Breach to the Data Governing Board does not relieve the Participating Agency and the Data Integration Hub of its responsibilities or possible liabilities under applicable state and federal law, including but not limited to any required notifications that a Breach has occurred and any related notifications required due to a Breach of any shared information, including but not limited to the Attorney General's Data Security Department.
  14. Consult with OPM, in accordance with the provisions of C.G.S. §§ 4-67n, 4-67p and 10a-57g and other applicable statutes and policies.
  15. Manage the amendment process of this E-MOU in accordance with Appendix 3 and Appendix 4.
  16. Provide recommendations to the Executive Board whether to agree to the creation of additional centralized enterprise Data matching services, available to the Participating Agencies, in accordance with Appendices 3 and 4.
  17. Establish bylaws to govern its procedures.

The role and responsibilities of the Data Governing Board shall not replace the role of an Institutional Review Board.

## **VI. RESIDENT ADVISORY BOARD**

Data sharing by governmental agencies should incorporate the knowledge and expertise of the persons whose data are being used. In order to be proactive and transparent, the Executive Board shall develop a plan to create a Resident Advisory Board with members representing residents of Connecticut, including a majority of persons who receive or received state services and benefits. The Resident Advisory Board shall provide advice and guidance to the Executive Board and the Data Governing Board on how to communicate its work and mission to State residents:

- A. Responsibilities:
  - 1. Advise the Participating Agencies in earning public trust in the work of the Data Sharing process.
  - 2. Invited to attend regular Data Governing Board meetings.
  - 3. Assist the Data Sharing process to ensure that the P20 WIN promotes equity and that research, evaluation and data sharing efforts do not disparately impact consumers or families.
  - 4. Share insight on projects, policies and procedures, and how to prevent any use of data for malevolent purposes, or that might result in profiling or other malevolent impact, specifically on issues of informed consent, assent, notice, privacy, data retention and destruction, and equity in data.
- B. The Resident Advisory Board members are or were recipients and end users of State services, and shall provide insight and recommendations from their life experiences. The members of the Resident Advisory Board shall be compensated for their time and contributions.
  - 1. Participating Agencies and the Operating Group will work to identify funding sources, through shared resources, philanthropic organizations or federal grants, to provide training, administrative support and other assistance to the Resident Advisory Board members.
  - 2. Funds accumulated from fees paid by Data Recipients through the data request process may be a funding source for this purpose.
- C. Members of the Resident Advisory Board shall be nominated by the Executive Board. Each member shall serve for a 2-year period, except for the first group of members who shall have staggered terms for different time periods.

The role and responsibilities of the Resident Advisory Board shall not replace the role of an Institutional Review Board.

## **VII. OPERATING GROUP AND DATA INTEGRATION HUB**

The following is the delineation of the roles and responsibilities of the Operating Group (OPM) and the Data Integration Hub ("DOL"). The goals of the Operating Group and the Data Integration Hub are to provide the P20 WIN Data Sharing process with quality service, timely resolution to issues and superior performance that will enable the participating agencies to achieve the P20 WIN vision. The Operating Group and Data Integration Hub have shared responsibility to host and operate P20 WIN, with the Operating Group serving as the lead agency responsible for the operations of P20 WIN and the Data Integration Hub responsible for hosting, linking and Transmitting Data.

A. Operating Group (OPM)

1. Responsibilities:

- a. Support the Executive Board and the Data Governing Board and facilitate a smooth and efficient operation for the benefit of the Participating Agencies and the greater benefit of the State and its residents.
- b. In collaboration with the Participating Agencies, develop a budget for each biennial budget term to support costs across all Participating Agencies associated with ongoing operation, maintenance and improvement of the Data Sharing process.
- c. Develop and submit a budget request for the Operating Group and the P20 WIN Data Sharing process costs, based on recommendations from the Executive Board.
- d. In collaboration with Participating Agencies, develop appropriate and necessary legal documents to distribute funds for the P20 WIN Data Sharing system as defined in the approved budget.
- e. Provide financial back-office support for managing the receipt and distribution of funds according to the fully executed Data Sharing Agreement.
- f. Provide program management to support the continued operation, maintenance and improvement of the Data Integration Hub as a resource for the Participating Agencies and the State.
- g. Serve as the primary point of contact for incoming Data Sharing Requests and coordinate communication between Data Recipients and the Participating Agencies as necessary to support the completion of documents required by the Data Sharing process.
- h. For each approved DSA, facilitate communication between the Data Recipient, Participating Agencies and the Data Integration Hub to ensure the process for fulfilling the terms of the DSA are progressing.
- i. Provide for meeting space and materials for the Executive Board and the Data Governing Board meetings as needed, including public notice as required.
- j. Coordinate and prepare reports on Data Sharing activities and outcomes for legislative and funding stakeholders.
- k. Facilitate any audits that are requested and required by any Party.
- l. Implement the current fee policy from Data Recipients.
- m. Maintain the official, executed version of this E-MOU, along with all Appendices , in an electronic form.

B. Data Integration Hub ("DOL")

1. Responsibilities:

- a. Enter into Data Sharing Agreements with Participating Agencies and Data Recipients.
- b. Maintain a secure server that supports approved data matching software and/or methods so that matches can be conducted at optimum speed, privacy, security and accuracy.
- c. Retain data matching software, implement procedures, and document data matching methods that have been approved by the Data Governing Board for the purpose of facilitating Data requests using the Data Integration Hub.
- d. Utilize the data matching software and/or methods approved by the Data Governing Board to conduct matches between Data sets from participating agencies for approved Data Sharing Requests.
- e. Comply with the provisions of the applicable federal and state data security, confidentiality and privacy requirements. Nothing in this E-MOU may be construed to allow the Data Integration Hub to maintain, use, disclose, or share data in a manner inconsistent with applicable federal and state laws and regulations or inconsistent with the terms of this E-MOU.
- f. Transmission and storage of all Data received by a Data Integration Hub shall be in full compliance with all state and federal legislative and regulatory requirements related to information security, including but not limited to, commercially-available and widespread precautionary measures, such as firewall implementation, virus scanning, security access control software, encryption of data as it leaves the data boundary, secure tunnels and limitation of physical access to confidential information and personally identifiable information.
- g. Upon the written request from a Party, the Data Integration Hub shall disclose and permit a Party to inspect and audit data confidentiality, privacy or security protocols, practices, and policies to ensure compliance with the terms of this E-MOU and applicable federal and state laws.
- h. The Data Integration Hub shall:
  - 1) Only utilize Data received to fulfill an authorized Data Sharing Request pursuant to a Data Sharing Agreement in accordance with applicable federal and state laws and regulations. Authorization given by Participating Agencies via a Data Sharing Agreement to the Data Integration Hub to use Data for one purpose does not confer approval to use it for any other purpose.
  - 2) Not re-disclose, duplicate or disseminate (except as necessary to fulfill the stated purpose of a particular Data Sharing Agreement), or convey ownership of any portion of the shared Data and records in any media format without the prior written approval from the particular Participating Agency which provided the Data.



- 3) Transmit all Data via a secure connection approved by the State Information Technology Policy, such as a Virtual Private Network ("VPN") or Secure File Transfer Protocol ("SFTP") connectivity.
- 4) Only transmit, via electronic mail, Data Sets that have been appropriately de-identified according to applicable privacy, confidentiality, and security requirements, as outlined in the Data Sharing Agreement. No protected Data will be transmitted via electronic mail.
- 5) Take all necessary steps to ensure that any protected identifiable information or other identifiable or confidential Data in the possession or control of the Data Integration Hub are destroyed in a timely fashion as provided in the Data Sharing Agreement; and
- 6) Abide by policies and procedures recommended by the Data Governing Board and adopted by the Executive Board.

#### **VIII. DUTIES AND RESPONSIBILITIES OF PARTICIPATING AGENCIES**

Each Participating Agency shall be responsible for the Data that reside in its respective system(s). This E-MOU shall only apply to Data that is shared with the Data Integration Hub through P20 WIN Data Sharing requests at the unit and aggregate levels. Notwithstanding any provision of this E-MOU or any Appendix hereto, each Participating Agency reserves the right to refuse to share or disclose any Data Elements or decline the Data Sharing request in its entirety, in its sole discretion, with documentation as to the reason for the refusal. Participating Agency agrees to:

- A. Execute this E-MOU. In doing so, the Participating Agency affirms that it has the requisite authority to enter and perform this E-MOU. The Participating Agency Executive or designee shall be the representative authorized to sign this E-MOU on behalf of the Participating Agency.
- B. Serve on the Executive and Data Governing Boards as described in this E-MOU.
- C. Comply with the provisions of this E-MOU and its Appendices.
- D. Participate in data governance processes in accord with this E-MOU and its Appendices.
- E. Prior to agreeing to provide its Data for a Data Sharing Request, verify and confirm that the Data required for the request is available and may be shared for the requested purpose.
- F. Abide by all policies and procedures recommended by the Data Governing Board and adopted by the Executive Board.

#### **IX. DATA SOVEREIGNTY**

Sovereignty of all data collected and maintained by each Participating Agency remains with the Participating Agency. The transmission of Participating Agencies' Data via the Data Integration Hub and subsequent data matching and disclosure of any Resultant Data pursuant to this E-MOU via a Data Sharing Agreement do not change the ownership of the Participating Agency's Data and do not additionally assign any such rights to any other Party, entity or person. The DSA between the Participating Agencies, the Data Integration Hub and the Data Recipient ONLY controls the use and disclosure of such Data to the Data Recipient, and where approved by an Institutional Review Board ("IRB").

#### **X. FREEDOM OF INFORMATION ACT REQUESTS**

If there is a request to a Party pursuant to the Freedom of Information Act ("FOIA") for Data in the possession of the Party which is owned by another Party, such Party shall coordinate with the Party that owns the Data to respond to the request. Such coordination shall be initiated within 24 hours, and no later than 48 hours of the receipt of the FOIA request.

#### **XI. DATA SHARING MANAGEMENT**

This Section describes the process for Data Sharing from more than one Participating Agency. If Data is requested from only one Participating Agency, this process and documentation does not apply and the Data Recipient may directly contact the specific Participating Agency.

- A. With support from the Operating Group, the Participating Agencies providing Data and the Data Recipient shall identify details specifying the intended purpose, data content, security expectations, availability and dependency requirements in the DSA and the Data Sharing Request Form (Exhibit A to the Data Sharing Agreement) which shall address, including but not limited to the following:
  1. Scope of Project
    - a. What is the proposed Data Sharing project?
    - b. What is the purpose of the Data Sharing Request (and that it meets all Federal and State law requirements for Data Sharing)?
    - c. Does it further the vision, purpose and research agenda of the P20 WIN?
    - d. What specific data fields and elements are to be queried/linked?
    - e. When will the Data Recipient destroy or return the Resultant Data?
  2. Entities Involved
    - a. Who are the Participating Agencies sharing the data?
    - b. What is the Data Requesting entity?
    - c. Who are the Participating Agency contacts?
    - d. Who are the Data Requesting contacts?
  3. Identify any applicable federal and state laws and regulations to determine whether all confidentiality/privacy requirements are being met.
  4. Document the plans for data analysis and reporting of findings from the Resultant Data.

5. Data Recipient shall provide information whether the Data Recipient is able to meet the Data security requirements and conduct the Data analysis in a secure environment.
  6. Determine the Participating Agencies' confidentiality and privacy requirements, permissions and limitations for Data Recipient's dissemination or publication of the results before release beyond the Data Recipient(s) named in the DSA.
  7. Signed approval from Participating Agencies.
- B. The Data Recipient shall submit the completed Data Sharing Request Form (Exhibit A to the Data Sharing Agreement) to the Operating Group for completeness review, including for support from the Participating Agencies. The Operating Group shall prepare the Data Sharing Request Form for review by the Data Governing Board representatives from the Participating Agencies whose data are requested in the Data Sharing Request Form. The Data Governing Board representatives from the Participating Agencies whose Data are requested in the Data Sharing Request shall make one of the following decisions:
1. Approval: Data Recipient(s) receive notification of the decision, and that each Participating Agency has verified the availability of the requested Data and agrees to share the Data for the specific purpose of the request.
  2. Conditional Approval: Data Recipient (s) shall receive notification of the decision, subject to Data Governing Board's request and review of additional information. The Participating Agencies and the Data Recipient shall be allowed to provide additional information, and/or address the comments or concerns of the Data Governing Board and resubmit the request.
  3. Disapproval: Data Recipient (s) shall receive notification of the decision and the supporting reasons for the decision not to share or match Data based on the given Data Sharing Request Form.

The Participating Agencies' representatives do not have to meet in person and the Participating Agencies' votes may be virtual, including but not limited to telephonic. The Operating Group shall be responsible for notifying the Data Recipient of the applicable decision.

## **XII. METHODOLOGY**

The Participating Agencies in the Data Sharing Request shall, in accordance with the DSA, provide the Data Integration Hub with the requested Data files and will describe the Data flow process in the DSA. Each Participating Agency input file shall contain a generic identifier for each Individual record. The generic unique identifier, used solely for the Data Sharing process using the Data Integration Hub, will bear no resemblance to or contain any part of an individual's identifiable data.

The Operating Group shall coordinate and schedule the Transmission of Data from Participating Agencies with Data that was approved to be a part of the Data request. Each Participating Agency with Data that was approved to be a part of the Data request and who approved the use of their Data will produce the input Data sets required to satisfy the request:

- A. The file used for data matching will be structured so that there is one unique record per Individual represented. Data that may have been pulled from a dimensional data source will be flattened to produce an input file in this format.
- B. Participating Agency shall structure the file with a unique generic ID to each unique record in the file that identifies the Participating Agency which is providing the Data.

Each Participating Agency shall utilize the Specifications under this E-MOU when responding to a P20 WIN Data Sharing Request.

The Participating Agencies may jointly advise the revision of these Specifications, and the Data Governing Board may recommend to the Executive Board the adoption of amendments to, or repeal and replacement of, the Specifications for integrating data for matching services at any time in accordance with Appendix 4 of this E-MOU.

Upon receipt of all required input Data sets, the Data Integration Hub shall utilize data matching software and/or methods approved by the Data Governing Board to integrate the Data sets.

### **XIII. USE OF DATA**

- A. All Parties to this E-MOU, and specifically, the Data Integration Hub, shall only use Data for the authorized Data Sharing Request purpose and no other purpose in accordance with applicable federal and state law, this E-MOU and the Data Sharing Agreement. Each Party shall monitor the use of Data by its Users, employees, vendors and any other person or entity that receives, sends, or has access to Data pursuant to this E-MOU. Nothing in this E-MOU may be construed to allow any Party, person or entity to maintain, use, disclose or share Data in a manner inconsistent with the terms of this E-MOU or its Appendices and applicable federal and state laws and regulations.
- B. The Parties agree that they will comply with any operational measures necessary due to changes in applicable law.
- C. Each Participating Agency agrees that unless permitted or required to share Data by applicable federal and/or state law, it may obtain the appropriate authorization to disclose the Data for the Individual, pursuant to the terms and conditions of this E-MOU and its Appendices. If a signed consent to share the Data is required, the Participating Agency may take steps to obtain the Individual's consent to release the Data. Where the Individual is a minor, the Participating Agency may take steps to obtain the Individual's parent or legal guardian consent. If the Individual has a representative authorized to act on her/his behalf, the Participating Agency may take steps to obtain the Individual's representative consent.

1. Tracking of Authorizations. The Participating Agencies agree to track the expiration and/or revocation of the Individuals consent authorization in compliance with the applicable federal and state laws.
2. Defective authorization. Individuals consent authorization is not valid if the document has any of the following defects: (a) the expiration date has passed or the expiration event is known by the Participating Agency to have occurred; (b) the authorization has not been completely filled out, with respect to a required element by federal and/or state law; (c) the authorization is known by the Participating Agency to have been revoked; (d) the authorization creates a compound authorization or violates the prohibition on conditioning the provision of services or benefits on conditioning authorizations; (e) any material information in an authorization is known by the Participating Agency to be false.
3. Revocations of authorizations. Individuals may revoke a consent authorization provided under this section at any time for subsequent Data Sharing requests, provided that the revocation is given in writing to the Participating Agency, except to the extent that the Data has already been shared or actions have taken place in reliance on the prior consent authorization. The confidentiality and privacy policies of each Participating Agency shall govern the Individuals revocation of consent authorizations.

#### **XIV. P20 WIN DATA SHARING SYSTEM ACCESS POLICIES**

- A. Each Participating Agency acknowledges that Participating Agency access and disclosure policies may differ among them as a result of differing applicable laws and business practices. Each Participating Agency agrees to be responsible for encrypting data in transit and at rest, using current industry standard algorithms agreed on by the Participating Agencies involved and the Data Integration Hub before transmission occurs based on the application of its Participating Agency Access and Disclosure policies to the requested data. Each Participating Agency shall comply with applicable federal and state law, this E-MOU, and all applicable Specifications in Transmittal of Data.
- B. Each Participating Agency agrees to employ an approved credentialing service, through which the Participating Agency, or its designee, uses the Digital Credentials to verify the identity of each User prior to enabling such user to Transmit Data. The “approved credentialing service” must meet state, federal and industry standards. It must also be commonly used, verifiable, and known as being used in existing data exchange systems.

#### **XV. ENTERPRISE SECURITY SPECIFICATIONS**

- A. Each Participating Agency agrees:
  1. To implement and maintain a security program that, at a minimum, includes all controls identified in NIST Special Publication 800-171. Furthermore, each Participating Agency shall

be responsible for maintaining a secure environment compliant with state policies, standards and guidelines, and other applicable federal and state law that supports the Transmission of Data in compliance with the Specifications.

2. To comply with additional safeguards recommended by the Data Governing Board and/or required by the Executive Board, including but not limited to encryption of Data in transit and at rest using current industry standard algorithms agreed on by the Parties involved before transmission occurs.
3. As appropriate under applicable federal and state law, have written privacy and security policies, including Access and Disclosure policies.
4. To the extent permissible under applicable federal and state law, comply with Specifications that define expectations with respect to data privacy and security standards in this E-MOU.

B. The Data Integration Hub agrees:

1. To implement and maintain a security program that, at a minimum, includes all controls identified in NIST Special Publication 800-171.
2. That each Participating Agency shall, through its agents, employees, and independent contractors have the ability to audit the processes at the Data Integration Hub related to this E-MOU for Data security purposes: to clarify, the Participating Agency has the ability to monitor the access to and use of the Data Integration Hub, but not the records or the Data being provided
3. That all Data from each Participating Agency, in the possession of the Data Integration Hub, shall be encrypted at rest (storage) and in motion (Transmittal) including all Participating Agency Data sent to the Data Recipient.
4. To develop procedures to notify Participating Agencies when a breach or suspected breach of the Data Integration Hub has occurred.

C. In accordance with applicable federal and state law, each Party shall be responsible for procuring and assuring that its User(s) have or have access to equipment and software necessary to fulfill its responsibilities under this E-MOU.

D. Security Standards for Transmission of Data and for Data at Rest. The Transmission of Data shall be encrypted to appropriate framework, using current industry standard algorithms agreed on by the Parties involved. Electronic signatures shall be used in the Data Transmission and Data at rest to identify the source and destination.

E. Exception Process. A Participating Agency which does not fully meet the standards set forth in this Section XV may submit a proposed plan to share Data to the Data Governing Board during the process of coming into full compliance with the stated requirements.

F. Applicability of Privacy and Security Regulations. To maintain the privacy, confidentiality, and

security of the Data, and in determining Data security (including but not limited to where the Data shall be maintained and who has access to the Data), each Party shall comply with applicable federal and state law and this E-MOU and the data privacy and security standards.

- G. Safeguards. Each Party shall use reasonable and appropriate administrative, physical and technical safeguards in conformity with NIST SP 800-171 requirements.
- H. Breach Notification. If a breach occurs while the Data is in the possession of a Party, such Party shall comply with the applicable federal and state law requirements regarding reporting of a breach or a potential breach, including but not limited to the Attorney General's Data Security Department, C.G.S. § 36a-701b, that affect Data covered under a Data Sharing Agreement (DSA) and comply with the requirements contained in Appendix 2 hereto.
- I. Conflict of Obligations. This Section shall not be deemed to supersede a Participating Agency's obligations (if any) under relevant security incident, breach notification or confidentiality provisions of applicable federal and law.
- J. Conflict of Compliance. Compliance with this Section shall not relieve any Party of any security incident or breach reporting requirements under applicable federal and state law including, but not limited to, those related to Individuals.

#### **XVI. ONBOARDING NEW PARTICIPATING AGENCIES, AND SUSPENSION AND REINSTATEMENT OF PARTICIPATING AGENCIES**

Onboarding of new entities for data sharing and suspending and reinstating Participating Agencies shall be in accordance with Appendix 1.

#### **XVII. AUDITS**

The Operating Group will facilitate any required confidentiality, privacy or security audits related to the P20 WIN Data Sharing process that are requested by any of the Participating Agencies. To perform this duty, the Operating Group shall:

- A. Facilitate any Participating Agency to audit or assess the Data Integration Hub's data sharing confidentiality, privacy or security protocols and practices to ensure compliance with applicable laws and this E-MOU.
- B. Ensure maintenance of logs to track a) Data files received; b) matches conducted; c) Data files maintained; and d) the output files sent to approved Data Recipient(s). Logged information shall specifically document when Data was transferred, who received and sent Data, Data Elements involved, Data Sharing Request to which the Transferred Data pertain, dates of Data destruction and other relevant information.

- C. Regularly monitor Users at the Data Integration Hub with access to Data to determine whether the job responsibilities of those persons continue to require access to Participating Agencies' Data. The Data Integration Hub shall immediately facilitate the removal of access for any person who is determined to no longer require such access.

## **XVIII. MISCELLANEOUS PROVISIONS**

- A. Amendments. An amendment of the E-MOU and its Appendices and the DSA and its Exhibits may be recommended by the Data Governing Board to the Executive Board in accordance with Appendix 3 and Appendix 4. To be considered, all members of the Executive Board must be present (including telephonically or virtually) for the vote. Revisions to this E-MOU must be approved by the Executive Board by a unanimous vote of the Executive Board. After such vote, if a member participated by telephonically or virtually, the Operating Group shall follow up with such member and capture their vote for inclusion. A formal written amendment shall memorialize the approved revisions to this E-MOU, and shall not be effective until executed by all Parties to the E-MOU.
- B. Term and Termination. The term of this E-MOU is for a period of three (3) years. This E-MOU shall remain in full force and effect for the entire term of the E-MOU period stated herein, unless terminated by any Participating Agency on behalf of itself as a Party to the E-MOU with thirty (30) days written notice to the Operating Group. If this E-MOU is found by a court or tribunal of competent jurisdiction to be in conflict with any federal or state laws or with any rule, regulation, or guideline, it shall be null and void to the extent of such conflict. Notwithstanding this termination provision, if any Party to this E-MOU is found to have breached the confidentiality provisions contained herein, the remaining Parties may immediately terminate their participation without notice.
- C. Notices. All notices to be made under this E-MOU shall be in writing and given to the authorized Participating Agency's contact at the address listed below. The Participating Agencies shall notify each other in writing of any change to this designation within ten (10) business days:
  - 1. State Department of Education  
Ajit Gopalakrishnan, Chief Performance Officer  
Connecticut State Department of Education  
450 Columbus Boulevard, Suite 710  
Hartford, CT 06103  
Phone: 830.713.6888  
Email: ajit.gopalakrishnan@ct.gov
  - 2. State Department of Labor  
Patrick Flaherty, Acting Director of Research and Information



Connecticut Department of Labor  
200 Folly Brook Boulevard  
Wethersfield, CT 06109  
Phone: 860.263.6281  
Email: Patrick.flaherty@ct.gov

3. State Office of Early Childhood  
Katherine Devine, Chief of Staff  
Connecticut Office of Early Childhood  
450 Columbus Blvd  
Hartford, CT 06103  
Phone: 860.500.4417  
Email: eileen.mcmurrer@ct.gov
4. Connecticut State Colleges and Universities  
Jan Kiehne, Senior Associate for Decision Support & Data Privacy Officer  
Connecticut State Colleges and Universities  
61 Woodland Street  
Hartford, CT 06105  
Phone: 860.723.0236  
Email: kiehnej@commnet.edu
5. University of Connecticut  
Lauren Jorgensen, Director  
Office of Institutional Research and Effectiveness  
University of Connecticut  
Phone: 860.486.1904  
Email: Lauren.Jorgensen@uconn.edu
6. Connecticut Independent College and University Institute for Research and Public Services  
Maura Provencher, Vice President of Research and Administration  
CT Independent College & University Institute for Research and Public Service, Inc.  
71 Raymond Road  
West Hartford, CT 06107  
Phone: 860.678.0005  
Email: provencher@theccic.org
7. Connecticut Department of Social Services  
Susan Smith, Director of Business Intelligence and Analytics  
Connecticut Department of Social Services  
55 Farmington Avenue  
Hartford, CT 06105

Phone: 860.550.6436  
Email: Susan.Smith@ct.gov

8. Connecticut Office of Higher Education  
Ram Aberasturia, Chief Operating Officer  
Connecticut Office of Higher Education  
450 Columbus Blvd, Suite 707  
Hartford, CT 06103  
Phone: 860.947.1819  
Email: Ram.Aberasturia@ct.gov
9. Connecticut Department of Children and Families  
Fred North, Program Director, Bureau of Strategic Planning, Data Reporting and Evaluation  
Connecticut Department of Children and Families  
505 Hudson Street  
Hartford, CT 06106  
Phone: 860.560.5065  
Email: Fred.North@ct.gov
10. Connecticut Coalition to End Homelessness  
Rose Kelly, Interim Director of HMIS and Strategic Analysis  
Connecticut Coalition to End Homelessness  
257 Lawrence Street  
Hartford, CT 06106  
Phone: 860.690.0123  
Email: rkelly@cceh.org
11. Connecticut Department of Mental Health and Addiction Services  
Michael Giralmo, Chief Quality & Data Officer  
Connecticut Department of Mental Health and Addiction Services  
410 Capitol Avenue  
Hartford, CT 06106  
Phone: 860.418.6919  
Email: Michael.Giralmo@ct.gov
12. Judicial Branch Court Support Services Division  
Bryan Sperry, Deputy Director of Information Technology  
Judicial Branch, Court Support Services Division  
455 Winding Brook Dr.  
Glastonbury, CT 06033  
Phone: 860.368.3857  
Email: bryan.sperry@jud.ct.gov

13. Connecticut Technical Education and Career System  
Joe Campbell, Educational Technology Consultant  
Connecticut Technical Education and Career System  
39 Woodland Street  
Hartford, CT 06105  
Phone: 860.807.2116  
Email: joe.campbell@cttech.org

14. Connecticut Department of Correction  
Eulalia Garcia, District Administrator  
Department of Corrections  
24 Wolcott Hill Road  
Wethersfield, CT 06109  
Phone: 860.692.7493  
Email: eualalia.garcia@ct.gov

15. Office of Workforce Strategy  
Grace Suh, Chief of Staff  
Office of Workforce Strategy  
450 Capitol Avenue  
Hartford, CT 06103  
Email: grace.suh@ct.gov

16. Connecticut Office of Policy and Management  
Scott Gaul, Chief Data Officer  
Connecticut Office of Policy and Management  
450 Capitol Avenue  
Hartford, CT 06106  
Phone: 860.418.6236  
Email: Scott.Gaul@ct.gov

- D. Governing Law. This E-MOU shall be governed by and construed in accordance with applicable laws of the United States and the State of Connecticut.
- E. Validity of Provisions. In the event that any Section, or any part or portion of any Section of this E-MOU, is determined to be invalid, void or otherwise unenforceable, each and every remaining Section or part thereof shall remain in full force and effect.
- F. Priority. In the event of any conflict or inconsistency between a provision in the body of this E-MOU and any Appendix hereto, the terms contained in the body of this E-MOU shall prevail.

- G. Headings. The headings throughout this E-MOU are for reference purposes only, and the words contained therein may in no way be held to explain, modify, or aid in the interpretation or construction of meaning of the provisions of this E-MOU. All references in this instrument to designated "Sections" and other subdivisions are to the designated Sections and other subdivisions of this E-MOU. The words "herein," "hereof," "hereunder," and other words of similar import refer to this E-MOU as a whole and not to any particular Section or other subdivision.
- H. Relationship of the Parties. Nothing in this E-MOU shall be construed to create a partnership, agency relationship, or joint venture among the Parties to this E-MOU. No Party shall have any authority to bind or make commitments on behalf of another Party for any purpose, nor shall any such Party hold itself out as having such authority. No Party shall be held liable for the acts or omissions of another Party.
- I. Effective Date. With respect to the first two (2) Participating Agencies to this E-MOU, the Effective Date shall be the date on which the second Participating Agency executes this E-MOU. For all Participating Agencies thereafter, the Effective Date shall be the date that the Participating Agency executes this E-MOU.
- J. Counterparts. This E-MOU may be executed in any number of counterparts, each of which shall be deemed an original as against the Participating Agency whose signature appears thereon, but all of which taken together shall constitute but one and the same instrument.
- K. Third-Party Beneficiaries. There shall be no right of any person to claim a beneficial interest in this E-MOU or any rights occurring by virtue of this E-MOU.
- L. Force Majeure. A Participating Agency shall not be deemed in violation of any provision of this E-MOU if it is prevented from performing any of its obligations by reason of: (a) severe weather and storms; (b) earthquakes or other disruptive natural occurrences or Acts of God; extensive power failures in durations of over five (5) business days; (d) nuclear or other civil or military emergencies; (e) pandemic proclamations; (f) quarantines (g) terrorist attacks; (h) acts of legislative, judicial, executive, or administrative authorities; or (i) any other circumstances that are not within its reasonable control. This Section shall not apply to obligations imposed under applicable federal and state law.
- M. Court Order or Subpoena. In the event that the Operating Group or the Data Integration Hub receive a request to disclose all or any part of the Data, Data Sharing Request, or Resultant Data under the terms of a valid and effective subpoena or order issued by a court of competent jurisdiction or by a Governmental Authority, the Operating Group or the Data Integration Hub shall (i) immediately notify the relevant Participating Agency(ies) of the existence, terms and circumstances surrounding such a request, and shall promptly provide the Participating Agency(ies) with a copy of such court order or lawfully issued subpoena, with a copy to the

Participating Agency(ies)' legal department; (ii) consult with the Participating Agency(ies) on the advisability of taking legally available steps to resist or narrow such request; and (iii) if disclosure of such source is required, exercise its best efforts to obtain an order or other reliable assurance that confidential treatment will be accorded to such portion of the disclosed Data of the involved Participating Agency(ies).

- N. Supersedes Prior Agreements. This E-MOU shall supersede all prior agreements and understandings whether written or oral among the Parties, any of them, with respect to the subject matter hereof.
- O. Sovereign Immunity. Nothing in this E-MOU waives the State of Connecticut's sovereign immunity from suit and all of the protections under sovereign immunity.
- P. Entire E-MOU. This E-MOU, together with all Appendices, constitutes the entire agreement. The official, executed version of this E-MOU shall be maintained in an electronic form by the Operating Group.

**XIX. ACCEPTANCE AND APPROVALS**

- A. For the State Board of Education:  
Charlene Russell-Tucker, Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- B. For the Connecticut Department of Labor:  
Danté Bartolomeo, Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- C. For the Office of Early Childhood:  
Beth Bye, Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- D. For the University of Connecticut:  
Reka Wrynn, Associate Vice President Budget Planning

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- E. For the Connecticut Independent College and University Institute for Research and Public Services:  
Jennifer Widness, President

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- F. For the Connecticut State Colleges and Universities:  
Aynsley Diamond, Associate Vice President for Academic Affairs

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- G. For the Connecticut Department of Social Services:  
Easha Canada, Deputy Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- H. For the Connecticut Office of Higher Education:  
Tim Larson, Executive Director

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- I. For the Connecticut Department of Children and Families:  
Jodi Hill-Lilly, Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- J. For the Connecticut Coalition to End Homelessness:  
Sarah Fox, Chief Executive Officer

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- K. For the Connecticut Department of Mental Health and Addiction Services  
Christopher McClure, Chief of Staff

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- L. For the Judicial Branch Court Support Services Division  
Gary Roberge, Executive Director

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- M. For the Connecticut Technical Education and Career Services  
Ellen Solek, Superintendent & Executive Director

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- N. For the Connecticut Department of Correction  
Angel Quiros, Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- O. For the Connecticut Office of Workforce Strategy  
Kelli-Marie Vallieres, Chief Workforce Officer

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- P. For the Connecticut Office of Policy and Management:  
Jeffrey Beckham, Secretary


Signature:  \_\_\_\_\_

Date Signed: 3/13/24 \_\_\_\_\_



**XIX. ACCEPTANCE AND APPROVALS**

- A. For the State Board of Education:  
Charlene Russell-Tucker, Commissioner

Signature:   
Date Signed: 1/19/24

- B. For the Connecticut Department of Labor:  
Dante Bartolomeo, Commissioner

Signature: \_\_\_\_\_  
Date Signed: \_\_\_\_\_

- C. For the Office of Early Childhood:  
Beth Bye, Commissioner

Signature: \_\_\_\_\_  
Date Signed: \_\_\_\_\_

- D. For the University of Connecticut:  
Reka Wryn, Associate Vice President Budget Planning

Signature: \_\_\_\_\_  
Date Signed: \_\_\_\_\_

- E. For the Connecticut Independent College and University Institute for Research and Public  
Services:  
Jennifer Widness, President

Signature: \_\_\_\_\_  
Date Signed: \_\_\_\_\_

- F. For the Connecticut State Colleges and Universities:  
Dr. Hitesh Rai Kathuria, Provost

Signature: \_\_\_\_\_  
Date Signed: \_\_\_\_\_

**XIX. ACCEPTANCE AND APPROVALS**

- A. For the State Board of Education:  
Charlene Russell-Tucker, Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- B. For the Connecticut Department of Labor:  
Dante Bartolomeo, Commissioner

Signature: 

Date Signed: 1/5/23

- C. For the Office of Early Childhood:  
Beth Bye, Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- D. For the University of Connecticut:  
Reka Wrynn, Associate Vice President Budget Planning

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- E. For the Connecticut Independent College and University Institute for Research and Public Services:  
Jennifer Widness, President

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- F. For the Connecticut State Colleges and Universities:  
Dr. Hitesh Rai Kathuria, Provost

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

**XIX. ACCEPTANCE AND APPROVALS**

- A. For the State Board of Education:  
Charlene Russell-Tucker, Commissioner

Signature: \_\_\_\_\_

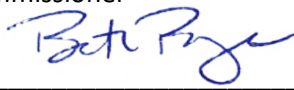
Date Signed: \_\_\_\_\_

- B. For the Connecticut Department of Labor:  
Dante Bartolomeo, Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- C. For the Office of Early Childhood:  
Beth Bye, Commissioner

Signature:  \_\_\_\_\_

Date Signed: 02/20/2024

- D. For the University of Connecticut:  
Reka Wrynn, Associate Vice President Budget Planning

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- E. For the Connecticut Independent College and University Institute for Research and Public Services:  
Jennifer Widness, President

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- F. For the Connecticut State Colleges and Universities:  
Dr. Hitesh Rai Kathuria, Provost

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

**XIX. ACCEPTANCE AND APPROVALS**

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Charlene Russell-Tucker, Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- B. For the Connecticut Department of Labor:  
Dante Bartolomeo, Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- C. For the Office of Early Childhood:  
Beth Bye, Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- D. For the University of Connecticut:  
Reka Wrynn, Associate Vice President Budget Planning

Signature: Reka Wrynn

Date Signed: 1/4/24

- E. For the Connecticut Independent College and University Institute for Research and Public Services:  
Jennifer Widness, President

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- F. For the Connecticut State Colleges and Universities:  
Dr. Hitesh Rai Kathuria, Provost

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

**XIX. ACCEPTANCE AND APPROVALS**

- A. For the State Board of Education:  
Charlene Russell-Tucker, Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- B. For the Connecticut Department of Labor:  
Dante Bartolomeo, Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- C. For the Office of Early Childhood:  
Beth Bye, Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- D. For the University of Connecticut:  
Reka Wrynn, Associate Vice President Budget Planning

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- E. For the Connecticut Independent College and University Institute for Research and Public Services:  
Jennifer Widness, President

Signature: Jennifer P. Widness

Date Signed: 1/5/24

- F. For the Connecticut State Colleges and Universities:  
Dr. Hitesh Rai Kathuria, Provost

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

**XIX. ACCEPTANCE AND APPROVALS**

- A. For the State Board of Education:  
Charlene Russell-Tucker, Commissioner

Signature: \_\_\_\_\_  
Date Signed: \_\_\_\_\_

- B. For the Connecticut Department of Labor:  
Dante Bartolomeo, Commissioner

Signature: \_\_\_\_\_  
Date Signed: \_\_\_\_\_

- C. For the Office of Early Childhood:  
Beth Bye, Commissioner

Signature: \_\_\_\_\_  
Date Signed: \_\_\_\_\_

- D. For the University of Connecticut:  
Reka Wrynn, Associate Vice President Budget Planning

Signature: \_\_\_\_\_  
Date Signed: \_\_\_\_\_

- E. For the Connecticut Independent College and University Institute for Research and Public Services:  
Jennifer Widness, President

Signature: \_\_\_\_\_  
Date Signed: \_\_\_\_\_

- F. For the Connecticut State Colleges and Universities:

~~Dr. Hitesh Rai-Kathuria, Provost~~

Signature: \_\_\_\_\_

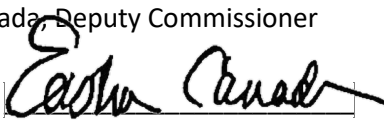
Date Signed: \_\_\_\_\_

~~Dr. Hitesh Rai-Kathuria, Provost~~ Dr. Lloyd Blanchard, CFO  
1/9/24

G. For the Connecticut Department of Social Services:

Easha Canada, Deputy Commissioner

Signature:



Date Signed: 2/16/24

H. For the Connecticut Office of Higher Education:

Tim Larson, Executive Director

Signature:

Date Signed:

I. For the Connecticut Department of Children and Families:

Vannessa Dorantes, Commissioner

Signature:

Date Signed:

J. For the Connecticut Coalition to End Homelessness:

Sarah Fox, Chief Executive Officer

Signature:

Date Signed:

K. For the Connecticut Department of Mental Health and Addiction Services

Christopher McClure, Chief of Staff

Signature:

Date Signed:

L. For the Judicial Branch Court Support Services Division

Gary Roberge, Executive Director

Signature:

Date Signed:

M. For the Connecticut Technical Education and Career Services

Ellen Solek, Superintendent & Executive Director

Signature:

Date Signed:

- G. For the Connecticut Department of Social Services:  
Easha Canada, Deputy Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- H. For the Connecticut Office of Higher Education:  
Tim Larson, Executive Director

Signature:  \_\_\_\_\_

Date Signed: 1/4 / 2024

- I. For the Connecticut Department of Children and Families:  
Vannessa Dorantes, Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- J. For the Connecticut Coalition to End Homelessness:  
Sarah Fox, Chief Executive Officer

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- K. For the Connecticut Department of Mental Health and Addiction Services  
Christopher McClure, Chief of Staff

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- L. For the Judicial Branch Court Support Services Division  
Gary Roberge, Executive Director

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- M. For the Connecticut Technical Education and Career Services  
Ellen Solek, Superintendent & Executive Director

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_



G. For the Connecticut Department of Social Services:

Easha Canada, Deputy Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

H. For the Connecticut Office of Higher Education:

Tim Larson, Executive Director

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

I. For the Connecticut Department of Children and Families:

Jodi Hill-Lilly, Commissioner

Signature:  \_\_\_\_\_

Date Signed: 3/4/24 \_\_\_\_\_

J. For the Connecticut Coalition to End Homelessness:

Sarah Fox, Chief Executive Officer

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

K. For the Connecticut Department of Mental Health and Addiction Services

Christopher McClure, Chief of Staff

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

L. For the Judicial Branch Court Support Services Division

Gary Roberge, Executive Director

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

M. For the Connecticut Technical Education and Career Services

Ellen Solek, Superintendent & Executive Director

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

G. For the Connecticut Department of Social Services:

Easha Canada, Deputy Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

H. For the Connecticut Office of Higher Education:

Tim Larson, Executive Director

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

I. For the Connecticut Department of Children and Families:


Vannessa Dorantes, Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

J. For the Connecticut Coalition to End Homelessness:

Sarah Fox, Chief Executive Officer

Signature:  \_\_\_\_\_

Date Signed: 2/26/2024

K. For the Connecticut Department of Mental Health and Addiction Services

Christopher McClure, Chief of Staff

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

L. For the Judicial Branch Court Support Services Division

Gary Roberge, Executive Director

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

M. For the Connecticut Technical Education and Career Services

Ellen Solek, Superintendent & Executive Director

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- G. For the Connecticut Department of Social Services:  
Easha Canada, Deputy Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- H. For the Connecticut Office of Higher Education:  
Tim Larson, Executive Director

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- I. For the Connecticut Department of Children and Families:  
Vannessa Dorantes, Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- J. For the Connecticut Coalition to End Homelessness:  
Sarah Fox, Chief Executive Officer

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- K. For the Connecticut Department of Mental Health and Addiction Services  
Christopher McClure, Chief of Staff

Signature:  \_\_\_\_\_

Date Signed: 1/4/24

- L. For the Judicial Branch Court Support Services Division  
Gary Roberge, Executive Director

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- M. For the Connecticut Technical Education and Career Services  
Ellen Solek, Superintendent & Executive Director

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- G. For the Connecticut Department of Social Services:  
Easha Canada, Deputy Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- H. For the Connecticut Office of Higher Education:  
Tim Larson, Executive Director

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- I. For the Connecticut Department of Children and Families:  
Vannessa Dorantes, Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- J. For the Connecticut Coalition to End Homelessness:  
Sarah Fox, Chief Executive Officer

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- K. For the Connecticut Department of Mental Health and Addiction Services  
Christopher McClure, Chief of Staff

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- L. For the Judicial Branch Court Support Services Division  
Gary Roberge, Executive Director

Signature: 

Date Signed: 2/20/2024

- M. For the Connecticut Technical Education and Career Services  
Ellen Solek, Superintendent & Executive Director

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- G. For the Connecticut Department of Social Services:  
Easha Canada, Deputy Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- H. For the Connecticut Office of Higher Education:  
Tim Larson, Executive Director

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- I. For the Connecticut Department of Children and Families:  
Vannessa Dorantes, Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- J. For the Connecticut Coalition to End Homelessness:  
Sarah Fox, Chief Executive Officer

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- K. For the Connecticut Department of Mental Health and Addiction Services  
Christopher McClure, Chief of Staff

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- L. For the Judicial Branch Court Support Services Division  
Gary Roberge, Executive Director

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- M. For the Connecticut Technical Education and Career Services  
Ellen Solek, Superintendent & Executive Director

Signature:  \_\_\_\_\_

Date Signed: 1.5.24

- N. For the Connecticut Department of Correction  
Angel Quiros, Commissioner

Signature: 

Date Signed: 2/27/2024  
26

- O. For the Connecticut Office of Workforce Strategy  
Kelli-Marie Vallieres, Chief Workforce Officer

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- P. For the Connecticut Office of Policy and Management:  
Jeffrey Beckham, Secretary

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- N. For the Connecticut Department of Correction  
Angel Quiros, Commissioner

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

- O. For the Connecticut Office of Workforce Strategy  
Kelli-Marie Vallieres, Chief Workforce Officer

Signature: Kelli-Marie Vallieres

Date Signed: 2/16/2024

- P. For the Connecticut Office of Policy and Management:  
Jeffrey Beckham, Secretary

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

## **APPENDIX 1**

### **Procedures for Adding a New Participating Agency, Suspending a Participating Agency and Reinstating of a Participating Agency**

#### **1. Adding A New Participating Agency**

When an Applicant requests to join this E-MOU, the request shall be directed by the Executive Board to the Operating Group to review the authority of the Applicant to access and share the data and potential security, privacy, confidentiality or conflict of interest concerns that might be raised if the Applicant participates in the Data Sharing process. If the Operating Group determines if there are any such concerns, the Operating Group will work with the Applicant to resolve the issues. If no concerns are identified, the Operating Group will recommend to the Executive Board adding the Applicant as a Participating Agency. If the Executive Board, by a unanimous vote, accepts the recommendation of the Operating Group, the Applicant will be considered a Participating Agency. The E-MOU will be amended to add the Applicant as a Participating Agency and all Parties shall sign the revised E-MOU.

#### **2. Suspension of a Participating Agency**

##### **A. Voluntarily by the Participating Agency**

Participating Agencies or the Data Integration Hub may voluntarily cease Data Sharing with other Parties. Such Participating Agency or Data Integration Hub agrees to notify the Operating Group of the interruption prior to the interruption, if planned, or as soon as reasonably practicable after the interruption begins, if unplanned. The Operating Group shall notify the Executive Board, the Data Governing Board and all other Participating Agencies. In addition, such Participating Agency agrees to be responsible for taking all technical actions necessary to reinstate Data Sharing with other Parties and during this cessation to continue to comply with the terms and conditions of the E-MOU.

##### **B. INVOLUNTARILY – WITH CAUSE**

When a complaint, report, or other information indicates that a suspension may be warranted, the Data Governing Board may initiate an investigation of complaint, report, or other information. The Data Governing Board shall immediately notify the Party(ies) in question of the investigation.

When the complaint, report, or other information indicates that a suspension must be implemented immediately and, in the judgment of the Data Governing Board, it is not practical to delay the suspension while the Executive Board is convened, the Data Governing Board shall immediately:



- a. Notify the Executive Board of the recommendation and request that the Executive Board take all actions necessary to carry out the suspension, including, but not limited to, suspension of the Participating Agency's access to Data Sharing service;
- b. Call a special meeting of the Executive Board to evaluate the recommendation of suspension; and
- c. If the Executive Board agrees with the recommendation, notify the suspended Participating Agency of the suspension.

The Data Governing Board shall meet as soon as practicable, but no later than five (5) business days after the receipt of the complaint by the Data Governing Board, to evaluate the suspension action by the Executive Board. The suspension shall remain in effect until the Data Governing Board meets to evaluate the suspension and makes a recommendation to the Executive Board to affirm, modify, or terminate the suspension.

If a member of the Data Governing Board is the designee of the Participating Agency identified by the complaint, the designee will recuse herself/himself from the investigation of the complaint.

If a complaint has not been resolved by the Data Governing Board within thirty (30) days after it was first received (or such longer period as agreed to in writing by the Participating Agency who is a party to the complaint), then the complaint shall be escalated to the Executive Board for resolution. If the Executive Board (if a member of the Executive Board is the designee of the Participating Agency identified by the complaint, the designee will recuse herself/himself from the discussion and vote) cannot decide unanimously on a resolution of the complaint, then the complaint is dismissed with no action taken against the Participating Agency.

If, through the investigation, the Data Governing Board recommends that a Participating Agency is (i) creating an immediate threat, or (ii) will cause irreparable harm to another party, including but not limited to, another Participating Agency, a User, or an individual whose data are shared pursuant to this E-MOU, the Data Governing Board may recommend to the Executive Board to suspend a Participating Agency and that such suspension be tailored to address the threat posed by the Participating Agency. If the Executive Board concurs in the recommendation, the Executive Board shall order the Data Governing Board to take all technical actions necessary to carry out the suspension including, but not limited to, suspension of the Participating Agency's access to the Data Sharing services. As soon as reasonably practicable after suspending a Participating Agency, but in no case longer than twelve (12) business hours, the Data Governing Board shall provide the suspended Participating Agency with a written summary of the reasons for the suspension and notify all other Participating Agencies of the suspension.

The suspended Participating Agency agrees to provide the Data Governing Board with a written plan of correction to the suspension within ten (10) business days of being notified of the suspension.

Any objection shall specify the reason that the Participating Agency feels the suspension is inappropriate. The plan of correction shall describe the action that the Participating Agency is taking to address, mitigate and remediate the issue(s) that caused the Data Governing Board to recommend that a suspension was appropriate and include a timeframe for such actions. The Data Governing Board shall meet and review a suspended Participating Agency's plan of correction or objection within ten (10) business days of receipt from the Participating Agency; determine whether to recommend to the Executive Board to accept or reject the plan of correction or affirm the suspension; and communicate such decision to the Executive Board who will act on such recommendation and provide its decision to the suspended Participating Agency and the Data Governing Board.

If the Data Governing Board rejects the plan of correction, it shall work in good faith with the suspended Participating Agency to develop a mutually acceptable plan of correction. If the Data Governing Board and the suspended Participating Agency cannot reach agreement on the content of the plan of correction or on the reasons supporting the suspension it, the Data Governing Board may submit the Dispute to the Executive Board or make a recommendation to terminate the Participating Agency.

Any suspensions imposed shall remain in effect until the Participating Agency is reinstated or terminated in accordance with this E-MOU. A Participating Agency shall be suspended by the Data Governing Board before the Participating Agency can recommend termination of the Participating Agency.

### **3. Reinstatement**

#### **A. After Voluntary Suspension by a Participating Agency**

The Participating Agency that has voluntarily ceased Data Sharing can advise the Operating Group of its decision to resume Data Sharing services. The Operating Group shall advise the Executive Board, the Data Governing Board, and all other Participating Agencies of the resumption of Data Sharing.

#### **B. After Suspension with Cause**

When a Participating Agency's ability to participate in the data sharing services has been suspended by the Data Governing Board with cause, the Participating Agency agrees to provide evidence to the Data Governing Board of the Participating Agency's fulfillment of the obligations of its plan of correction. The Data Governing Board shall review such evidence at its next regularly scheduled meeting following receipt from the Participating Agency.

If the Data Governing Board is not satisfied that the Participating Agency has met its obligations under its plan of correction, the Data Governing Board shall inform the Participating Agency of

the deficiencies within five (5) business days of reaching that decision. The Participating Agency will have the ability to submit additional evidence that addresses such deficiencies.

When the Data Governing Board is satisfied that the evidence presented indicates that the Participating Agency has fulfilled its obligations under the plan of correction, it shall recommend that the Executive Board instruct the Data Governing Board to take all actions necessary to reinstate the Participating Agency's ability to participate in the data sharing services including, but not limited to the reinstatement of the Participating Agency's access to the Data Sharing services. Such action should be completed as soon as possible but not later than three (3) business days after reaching that decision. The Executive Board shall inform all Participating Agencies of such reinstatement forthwith.

Multiple suspensions with cause may result in a permanent suspension.

**Revision Date**

4/8/2022

**Appendix 2**  
**Procedures for Breach Notification**

**1. Procedures for Party Breach Notification**

**A. Notification Process**

Upon initial notification of an actual or potential Breach or reason to believe PII was breached, the Party (ies) responsible for or affected by such Breach shall report such event to the Operating Group for the Data Governing Board. Such reports shall be made as soon as the Party learns of the Breach or potential Breach but no later than 24 hours from when the Participating Agency discovered or had reasonable belief that there was an actual or potential Breach by unauthorized individuals or entities. Party (ies) shall also comply with any federal and state law and regulations regarding Breaches, including but not limited to requirement of notices to the Attorney General's Office pursuant to C.S.G § 36a-701b and to the State Auditor and Comptroller pursuant to C.G.S. § 4-33a(3).

**B. Notification Content**

The Notification shall include sufficient information for the Data Governing Board to understand the nature of the actual or potential Breach. For instance, such Notification shall include, to the extent available at the time of the notification, the following information:

- 1) One or two sentence description of the actual or potential Breach;
- 2) Description of the roles of the people involved in the actual or potential Breach (e.g. state employees, users, service provider, unauthorized persons, etc.);
- 3) Type of actual or potential data Breach;
- 4) Party (ies) likely impacted by actual or potential Breach;
- 5) Number of users or records impacted/estimated to be impacted by the actual or potential Breach;
- 6) Actions taken by the Party to mitigate the actual or potential Breach;
- 7) Current status of the actual or potential Breach (under investigation or resolved); and
- 8) Corrective action taken and steps planned to be taken to prevent a similar actual or potential Breach.

The Notification shall not include any confidential or protected Data. The Party agrees to supplement the information contained in the Notification as it becomes available.

If, on the basis of the information available to the Party, the Party believes that it should temporarily cease providing Data with all other Participating Agencies, it may undergo a service level interruption or voluntary suspension in accordance with Appendix 1 of this E-MOU.

## **2. Disposition of Breach Alerts and Notifications**

### **A. Review of the Breach by the Data Governing Board**

The Data Governing Board shall facilitate a meeting upon receipt of the actual or potential Breach alert or Notification for the purpose of reviewing the Notification and determining the following:

- 1) The impact of the Breach or potential Breach on the privacy, security, confidentiality and integrity of the Data Sharing process;
- 2) Whether the Data Governing Board needs to take any action to suspend the Party(ies) involved in the Breach or potential Breach in accordance with Appendix 1 of this E-MOU;
- 3) Whether the Data Governing Board should take any other measures in response to the notification or alert;
- 4) The Data Governing Board shall, if needed, request additional information from the Party(ies) involved in the Breach or potential Breach to fulfill its responsibilities. However, with respect to potential Breach alerts, the Data Governing Board is encouraged to hold inquiries and request additional information to allow the Party(ies) time to determine whether a Breach actually occurred. After determination of a Breach (whether actual, potential or it is determined that it is not a Breach), there should be documentation kept by the Party(ies) of the event that occurred, in order to maintain records for review in case of audit, etc.

### **B. Voluntary Suspension of Termination by the Participating Agency**

If, on the basis of the actual or potential Breach alert or Notification, a Party(ies) desires to cease Data Sharing with the Participating Agency(ies) involved in the potential or actual Breach, pursuant to Appendix 1 of the E-MOU, such Participating Agency shall notify the Operating Group for the Executive Board Chairperson of such suspension. The Operating Group for the Executive Board's Chairperson shall notify members of the Data Governing Board and all Party(ies) of such suspension and maintain a log of all such suspensions.

### **C. Determination of Breach Resolution**

Once complete information about the Breach becomes available, the Data Governing Board shall meet to determine whether the actions taken by the Party(ies) involved in the actual or potential Breach are sufficient to mitigate the actual or potential Breach and prevent a similar Breach from occurring in the future. Once the Data Governing Board is satisfied that the Party(ies) has taken all appropriate measures, the Data Governing Board shall deem the actual or potential Breach resolved and will so advise the Executive Board of such recommendation.

- 1) This resolution will be communicated to all Party(ies) (by communicating with the appropriate DSG representative) involved in the actual or potential Breach and those Party(ies) that ceased Data Sharing with the Participating Agencies involved in the Breach.

- 2) Lessons learned on the root cause of the actual or potential Breach will be communicated to all Party(ies), including those not involved in the actual or potential Breach, to prevent a recurrence of the event in the future.

**Revision Date**

4/8/2022

**APPENDIX 3**  
**Process to Amend the P20 WIN Enterprise MOU**

**1. Retention and Dissemination of the E-MOU**

The official, executed version of the E-MOU shall be maintained in an electronic form by the Operating Group.

**2. Submission of Proposed Amendments to the E-MOU**

Any Party may submit in writing to the Executive Board a request for an amendment to the E-MOU. All requests for proposed amendments shall identify:

- The section of the E-MOU that is the subject of the requested amendment;
- A description of why the requested amendment is necessary;
- The proposed language for the requested amendment; and
- An analysis of the expected impact of the requested amendment.

The Executive Board shall forward the request to the Data Governing Board for its review and consideration no later than its next meeting.

**3. Consideration of Proposed Amendments to the E-MOU**

If, after considering the request, the Data Governing Board determines that the request does not have merit, it shall communicate this determination to the requesting Participating Agency.

If, after considering the request, the Data Governing Board determines that the request has merit, the Data Governing Board shall document the determination by completing the following tasks and forwarding the documentation to the Executive Board:

- A copy of the proposed amendment to the E-MOU;
- Description of why the requested amendment is necessary and any foreseeable impact of the amendment;
- Statement regarding whether the proposed amendment is necessary in order for the Executive Board or the Participating Agencies to comply with state or federal law; and
- Projected effective date for the proposed amendment.

**4. Approval or Rejection of Proposed Amendments to the E-MOU**

The entire Executive Board shall vote on any proposed amendments to the E-MOU; to approve an amendment to the E-MOU, the vote must be by a unanimous vote of all Parties to the E-MOU, which may be virtual, including but not limited to telephonic.

Once an amendment is approved by the Executive Board, all Party(ies) shall sign the amendment to the E-MOU prior to the effective date of the amendment, or terminate their participation in accordance with Section XIX.B. of this E-MOU.



**Appendix 4**  
**Change Process for Data Sharing Services**

**1. Requests for Change**

**A. Process Changes**

The Executive Board shall have the authority to adopt new processes for Data Sharing pursuant to this E-MOU to maintain or improve the integrity of data being exchanged and improve the efficiency and efficacy of how the data is being shared (collectively a “Process Change”) by adopting amendments to the E-MOU. For Process Changes, and upon the request from the Executive Board, the Data Governing Board may evaluate the change and provide comments to the Executive Board.

**B. Compliance Changes**

The Executive Board shall have the authority to recommend to adopt new processes or to make changes to the existing E-MOU that are necessary for compliance with all applicable state and federal laws and regulations (collectively a “Compliance Change”). For Compliance Changes, and upon request from the Executive Board, the Data Governing Board may evaluate the change and provide comments to the Executive Board.

**2. Receipt**

All requests for changes shall be directed in writing to the Chairperson of the Executive Board with a copy to the Operating Group. The Operating Group, on behalf of the Executive Board, shall catalog all requests for changes upon receipt. The catalog shall include:

- a) Type of the proposed change (e.g. new, amendment, repeal)
- b) Name and version number of the specification (where applicable);
- c) Whether the proposed change is a Process Change, Compliance Change or a request for consultation;
- d) Brief description of the reasons for the proposed change (e.g. to enhance metadata available about a document, to meet requirements of a new use case or to comply with a specific law or regulations);
- e) Description of the actual changes;
- f) Preliminary analysis of the potential business and technical impact to Participating Agencies and their Users; and
- g) Estimation of cost to implement the proposed change initially and to provide ongoing support and maintenance.
- h) Copy of the specification.

### **3. Evaluation**

The Executive Board, through the Operating Group, shall, within five (5) business days after the receipt of the request, forward the request for change to the Data Governing Board for technical evaluation of the request and to make a recommendation to the Executive Board. During consideration of the request for change, the Data Governing Board may request additional help from Party (ies), or the requesting Party, or a committee appointed by the Executive Board as the Data Governing Board deems reasonably necessary.

#### **A. Evaluation Criteria for Proposed Changes**

##### **1) Evaluation of Process Changes**

If the change is a Process Change, the Data Governing Board, through the Operating Group, shall ensure that each Party is provided a copy of the original proposed change. Each Party shall respond in writing to the Operating Group by a designated response date with the following information:

- a. Will implementation of the Process Change have a significant adverse operational or financial impact (e.g., cost benefit analysis) on the Party;
- b. Will implementation of the Process Change require the Party to materially modify its existing agreements with its Users or third parties;
- c. Does the Party believe that implementation of the Process Change will require an amendment to the E-MOU, including amendments to the permitted purposes; and
- d. Indicate whether the Party would implement a change if optional.

The Party agrees to provide supporting reasons or rationale for each response where the Party responds in the affirmative. The Data Governing Board may request additional information from Party(ies) to further evaluate the responses.

##### **2) Determination of Process Changes**

The Data Governing Board shall review responses to inform its recommendation to the Executive Board about the proposed change. The criteria when considering the proposed change shall include:

- a. If the change has a significant adverse operational or financial impact on any of the Party(ies);
- b. Does the change require any of the Party(ies) to modify their existing agreements with Users or third parties;
- c. Require an amendment to the E-MOU;
- d. The value of the change to the Party(ies), clients of the Participating Agencies, and to the State as a whole; and

- e. The risks of implementing or not implementing the proposed change to the Participating Agencies, clients of the Participating Agencies, and to the State as a whole.

In addition, the Data Governing Board shall consider the implications of the change to the policies and procedures for the Data Sharing.

If a new agency becomes a Participating Agency after the Participating Agencies have been asked to respond to questions about the Process Change but before the designated response date, the new Participating Agency will be given an opportunity to respond by the designated response date.

The Data Governing Board shall present its recommendation to the Executive Board at the Executive Board's next regularly scheduled meeting following the designated response date. The Executive Board shall review the Data Governing Board's recommendation and make a final decision whether the Process Change is an approved change.

### **3) Evaluation of Compliance Changes**

If the proposed change is a Compliance Change, the Data Governing Board shall review the change to assess its impact. The Data Governing Board shall meet with the Executive Board and present its findings and recommendations within thirty (30) days of the Data Governing Board receiving the Compliance Change. The Executive Board shall review the Data Governing Board's recommendation and make a final decision within two (2) weeks of receiving the Data Governing Board's recommendation.

### **4) Evaluation of the Timeline for Implementation of the Change**

For both Process Changes and Compliance Changes, the Data Governing Board shall assess and make recommendations to the Executive Board on the timeline for implementing the change including, but not limited to the amount of time that Party (ies) should be given to migrate to the new specification. The Data Governing Board shall consider:

- a. Whether the change impacts Data Sharing among the Participating Agencies;
- b. All other projects in which the Participating Agencies are engaged, their timelines, the availability of staff and resources and how they would affect the proposed timeline for implementing the new change.
- c. Prior specifications that will be supported for backward compatibility purposes and the business implications of such support:
- d. If multiple versions will be supported, a sunset date for such support as the multiple versions are collapsed;
- e. The business implications for Participating Agencies related to migrating to the new specification;
- f. The number of Participating Agencies and number of transactions that will be impacted by the new specification;

- g. The amount of time that Participating Agencies should be given to migrate to the new specification; and
- h. Sunset dates as “old” specifications are retired.

The Data Governing Board shall present its recommendations regarding implementation to the Executive Board at the same time it presents its other recommendations regarding the same change to the Executive Board. The Executive Board shall review the Data Governing Board’s recommendation and make a final determination regarding the timeline.

## **B. Response**

### **1) Process Changes**

At the conclusion of the response period established during the evaluation of the proposed change, the Executive Board shall evaluate whether to approve the Process Change, if an E-MOU change will be required, and a proposed timeline for implementation. Revisions to the E-MOU mandated by approved Process Changes will be performed in accordance with Appendix 3 of this E-MOU.

### **2) Compliance Changes**

Depending on the responses from the Party(ies), the Executive Board may provide input to all Party(ies) on the impact of the Compliance Change and the recommended timeline for implementation.

**P20 WIN Data Destruction Certificate**

This form is completed in order to document that the unit record data received through P20 WIN has been destroyed. Data destruction is required at the end of a project or in the event of a termination of the Data Sharing Agreement for a P20 WIN Data Request. The timeframe by which unit record data must be destroyed is specified in the Data Sharing Agreement. The Data Destruction Certificate must be completed and provided to the P20 WIN System Administrator within 3 working days of the destruction of data. The Data Requestor shall retain the original certificate for a period of one year after its submission to the Board.

**SECTION 1 – BASIC INFORMATION****1. Approved Requestor Name:****2. P20 WIN Data Request Name:****3. Approved timeframe:**

\_\_\_\_\_ to \_\_\_\_\_

List extensions as appropriate:

Extension to \_\_\_\_\_ granted on \_\_\_\_\_

Extension to \_\_\_\_\_ granted on \_\_\_\_\_

**4. Date of data destruction:****5. Method of data destruction:****SECTION 2 – AFFIRMATION OF DESTRUCTION**

I hereby affirm that the unit record data provided as a part of the Data Request Number listed above has been completely destroyed including all original unit record data and any copies of the unit record data that were made in paper or electronic form.

\_\_\_\_\_  
Signature of Approved Requestor or Agency Representative\_\_\_\_\_  
Date

**Exhibit G: Court Order****ORDER**

I have determined, in accordance with Connecticut General Statutes sections 46b-124, 54-142m and 51-36a, that the Boston Consulting Group staff identified in the foregoing Agreement (hereinafter, BCG Researchers), the Connecticut Department of Labor, and the Connecticut Office of Policy and Management have a legitimate interest in obtaining the data requested from the Judicial Branch in the preceding Agreement in order to perform the study Disconnected Youth in Connecticut, as more fully noted in the Agreement, and therefore the foregoing Agreement is approved as to JBCSSD. BCG, BCG Researchers, DOL, and OPM shall not permit anyone who has not been authorized in accordance with the Agreement to access the confidential data or de-identified data which alone or in conjunction with other data is sufficient to identify individuals. Except as otherwise provided in the Agreement, all such JBCSSD data obtained or disclosed pursuant to the Agreement shall not be directly or indirectly further disclosed. Failure to comply with this directive may subject the offender(s) to sanctions permitted by the terms of the Agreement.

**Approved and so ordered:  
SUPERIOR COURT  
STATE OF CONNECTICUT  
JUDICIAL BRANCH**

**By:** \_\_\_\_\_  
**Elizabeth A. Bozzuto, Judge  
Chief Court Administrator**

**Date:** \_\_\_\_\_

## Exhibit H: Release of Information

### AUTHORIZATION AND CONSENT FOR RELEASE OF INFORMATION

I, the undersigned, hereby authorize Boston Consulting Group (hereinafter, BCG) or its authorized representative to verify and release to the State of Connecticut Judicial Branch (Judicial) my motor vehicle records and review any criminal history record information pertaining to me which may be in the files of any Federal, State, or local criminal justice agency in any State and information in any abuse or neglect registry in order to confirm my qualifications and suitability for access to confidential State of Connecticut Judicial Branch records. BCG shall not use my disclosed personal information for any purposes other than for that stated above.

I hereby authorize persons, organizations, and agencies to release to BCG, and/or Judicial or its authorized representative any and all motor vehicle and/or criminal history record information or abuse or neglect information that may be requested concerning me. I hereby release all of the persons and agencies providing such information from any and all claims and damages connected with their release of any such requested information. I hereby agree that a copy of this document is as valid as the original.

I hereby agree to discharge BCG, and Judicial, their respective officers, employees, agents, and authorized representatives, to the full extent permitted by law from any claims, damages, losses, liabilities, costs and expenses, charge or complaint arising from the retrieval, reporting, or dissemination of information authorized by this release.

Name \_\_\_\_\_

Gender \_\_\_\_\_

Date of Birth \_\_\_\_\_

SSN \_\_\_\_\_

Driver's License # \_\_\_\_\_

State of Issue \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

---

STATE OF CONNECTICUT

In the Town of: \_\_\_\_\_,

COUNTY OF \_\_\_\_\_

On this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me,

\_\_\_\_\_, the undersigned officer, personally appeared,  
(Name of Notary)

\_\_\_\_\_, known to me (or satisfactorily proven), and  
(Name of Attestor)

acknowledged that they, being duly authorized, executed the same in the capacity therein stated and for the purposes therein contained.

IN WITNESS WHEREOF I hereunto set my hand.

\_\_\_\_\_  
Commissioner of the Superior Court/Notary Public  
My commission expires on \_\_\_\_\_

**MEMORANDUM OF AGREEMENT**  
**BY AND BETWEEN**  
**STATE OF CONNECTICUT DEPARTMENT OF SOCIAL SERVICES**  
**and**  
**STATE OF CONNECTICUT [Sister Agency Name]**

**PART 2**  
Standard Terms and Conditions

This Memorandum of Agreement [“MOA” or “Agreement”] is entered into between the State of Connecticut Department of Social Services [“DSS”], located at 55 Farmington Avenue, Hartford, CT 06105, and the State of Connecticut [Sister Agency Name], located at [Sister Agency address], for the purpose of [brief statement of project].

WHEREAS, DSS is the Connecticut state agency responsible for administering, either directly or through its agents, a wide variety of government benefit programs for low-income residents, including, but not limited to, [list the DSS program(s) affected by the MOA];

WHEREAS, [Sister Agency] is the Connecticut state agency responsible for [describe sister agency’s role and general responsibilities as relevant to this MOA];

WHEREAS, [use subsequent “whereas” clauses to describe the circumstances that gave rise to the MOA, e.g., a Public Act that was passed requiring collaboration, grant funding that was awarded, a particular problem requiring joint agency effort, etc.]

WHEREAS, DSS is a Covered Entity and [Sister Agency] is a Business Associate under the Health Insurance Portability Act of 1996 (“HIPAA”), as defined in 45 C.F.R. §160.103

**A. GENERAL CONTRACT PROVISIONS**

**1. Term**

- a. This Agreement shall take effect upon signature of the authorized representatives of DSS and [Sister Agency] respectively, and shall remain in effect through [12/31/2025].
- b. The Parties shall review the Agreement within ninety (90) days of expiration of the term to determine whether extension is required, and, if so required, shall prepare a written amendment no later than thirty (30) days before the expiration of the term.

**2. Revision and Amendment**

- a. Either Party may request revision or amendment to the Agreement at any time during the Agreement’s term by providing notice to the other Party.
- b. A formal amendment to the Agreement shall be required for a modification to the Agreement’s term, the payment amount, or any other revision deemed material by the Parties.
- c. No amendment or revision may be made to this Agreement if the term as negotiated per Section A has expired.

**3. Subcontracting**



## Exhibit I: Business Associate Agreement template for Disconnected Youth Request

- a. None of the services provided for by either Party under this Agreement shall be subcontracted or delegated to any other entity without the prior written approval of the other Party.

### 4. Liaison and Notices

- a. Both Parties agree to have specifically named liaisons at all times. These representatives of the Parties will be the first contacts regarding any questions or problems that may arise during implementation and operation of the Agreement.
- b. For DSS:
  - i. For the Agreement:
  - ii. For the Program
- c. For [Sister Agency]
  - i. For the Agreement:
  - ii. For the Program:

### 5. Settlement of Dispute

- a. Any Dispute concerning the interpretation or application of this Agreement shall be decided jointly by the Commissioner of DSS and the Commissioner of [Sister Agency].
- b. Pending resolution of the dispute, both Parties shall proceed diligently with the performance of the Agreement in accordance with the duties outlined herein.

### 6. Termination

- a. This Agreement shall remain in full force and effect for the duration of its entire term or until such time as it is terminated earlier by either Party or cancelled.
- b. Termination without Cause - Either Party may terminate this Agreement without cause by providing at least **thirty (30) days** prior written notice to the other Party.
- c. Termination for Cause – In the event of a Party's failure to comply with a term of this Agreement, the non-breaching Party will provide notice to the breaching Party of the breach.
- d. Upon thirty (30) days after notice is given, if such breach is not cured to the non-breaching Party's satisfaction, the non-breaching Party may proceed to terminate the Agreement by serving notice of termination upon the breaching Party, which shall immediately terminate the Agreement.

### 7. Safeguarding Client Information

DSS and [Sister Agency] shall safeguard the use, publication and disclosure of information on all applicants for and all clients who receive services under this Agreement with all applicable federal and state law concerning confidentiality and as may be further provided under the Agreement.

### 8. Business Associate Agreement

- a. For the purposes of this section, the term "Contractor" shall mean [Sister Agency], the term "Agency" shall mean "the Department of Social Services" or "DSS," and the term "Contract" shall mean "Agreement".
- b. The Contactor is a Business Associate under the requirements of the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), as noted in this Contract, the Contractor must comply with all terms and conditions of this Section of the Contract.
- c. The Contractor is required to safeguard the use, publication and disclosure of information on all applicants for, and all clients who receive, services under the Contract in accordance with all

Exhibit I: Business Associate Agreement template for Disconnected Youth Request

- applicable federal and state law regarding confidentiality, which includes but is not limited to HIPAA, more specifically with the Privacy and Security Rules at 45 C.F.R. Part 160 and Part 164, subparts A, C, and E; and
- d. DSS (“Agency”) is a “covered entity” as that term is defined in 45 C.F.R. §160.103; and
  - e. The Contractor is a “business associate” of the Agency, as that term is defined in 45 C.F.R. §160.103; and
  - f. The Contractor and the Agency agree to the following in order to secure compliance with the HIPAA, the requirements of Subtitle D of the Health Information Technology for Economic and Clinical Health Act (“HITECH Act”), (Pub. L. 111-5, §§ 13400 to 13423), and more specifically with the Privacy and Security Rules at 45 C.F.R. Part 160 and Part 164, subparts A, C, D and E (collectively referred to herein as the “HIPAA Standards”).
  - g. Definitions
    - i. “Breach” shall have the same meaning as the term is defined in section 45 C.F.R. §164.402 and shall also include a use or disclosure of PHI that violates the HIPAA Standards.
    - ii. “Business Associate” shall mean the Contractor.
    - iii. “Covered Entity” shall mean DSS.
    - iv. “Designated Record Set” shall have the same meaning as the term “designated record set” in 45 C.F.R. § 164.501.
    - v. “Electronic Health Record” shall have the same meaning as the term is defined in section 13400 of the HITECH Act (42 U.S.C. §17921(5)).
    - vi. “Individual” shall have the same meaning as the term “individual” in 45 C.F.R. § 160.103 and shall include a person who qualifies as a personal representative as defined in 45 C.F.R. § 164.502(g).
    - vii. “Privacy Rule” shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 C.F.R. part 160 and part 164, subparts A and E.
    - viii. “Protected Health Information” or “PHI” shall have the same meaning as the term “protected health information” in 45 C.F.R. § 160.103, and includes electronic PHI, as defined in 45 C.F.R. 160.103, limited to information created, maintained, transmitted or received by the Business Associate from or on behalf of the Covered Entity or from another Business Associate of the Covered Entity.
    - ix. “Required by Law” shall have the same meaning as the term “required by law” in 45 C.F.R. § 164.103.
    - x. “Secretary” shall mean the Secretary of the Department of Health and Human Services or his designee.
    - xi. “More stringent” shall have the same meaning as the term “more stringent” in 45 C.F.R. § 160.202.
    - xii. “This Section of the Contract” refers to the HIPAA Provisions stated herein, in their entirety.
    - xiii. “Security Incident” shall have the same meaning as the term “security incident” in 45 C.F.R. § 164.304.
    - xiv. “Security Rule” shall mean the Security Standards for the Protection of Electronic Protected Health Information at 45 C.F.R. part 160 and part 164, subpart A and C.
    - xv. “Unsecured protected health information” shall have the same meaning as the term as defined in 45 C.F.R. 164.402.
  - h. Obligations and Activities of Business Associates
    - i. Business Associate agrees not to use or disclose PHI other than as permitted or required by this Section of the Contract or Required by Law.

Exhibit I: Business Associate Agreement template for Disconnected Youth Request

- ii. Business Associate agrees to use and maintain appropriate safeguards and comply with applicable HIPAA Standards with respect to all PHI and to prevent use or disclosure of PHI other than as provided for in this Section of the Contract and in accordance with HIPAA standards.
- iii. Business Associate agrees to use administrative, physical and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of electronic protected health information that it creates, receives, maintains, or transmits on behalf of the Covered Entity.
- iv. Business Associate agrees to mitigate, to the extent practicable, any harmful effect that is known to the Business Associate of a use or disclosure of PHI by Business Associate in violation of this Section of the Contract.
- v. Business Associate agrees to report to Covered Entity any use or disclosure of PHI not provided for by this Section of the Contract or any security incident of which it becomes aware.
- vi. Business Associate agrees, in accordance with 45 C.F.R. 502(e)(1)(ii) and 164.308(d)(2), if applicable, to ensure that any subcontractors that create, receive, maintain or transmit protected health information on behalf of the business associate, agree to the same restrictions, conditions, and requirements that apply to the business associate with respect to such information;.
- vii. Business Associate agrees to provide access (including inspection, obtaining a copy or both), at the request of the Covered Entity, and in the time and manner designated by the Covered Entity, to PHI in a Designated Record Set, to Covered Entity or, as directed by Covered Entity, to an Individual in order to meet the requirements under 45 C.F.R. § 164.524. Business Associate shall not charge any fees greater than the lesser of the amount charged by the Covered Entity to an Individual for such records; the amount permitted by state law; or the Business Associate's actual cost of postage, labor and supplies for complying with the request.
- viii. Business Associates agrees to make any amendments to PHI in a Designated Record Set that the Covered Entity directs or agrees to pursuant to 45 C.F.R. § 164.526 at the request of the Covered Entity, and in the time and manner designated by the Covered Entity.
- ix. Business Associate agrees to make internal practices, books, and records, including policies and procedures and PHI, relating to the use and disclosure of PHI received from, or created, maintained, transmitted or received by, Business Associate on behalf of Covered Entity, available to Covered Entity or to the Secretary in a time and manner agreed to by the parties or designated by the Secretary, for purposes of the Secretary investigating or determining Covered Entity's compliance with the HIPAA Standards.
- x. Business Associate agrees to document such disclosures of PHI and information related to such disclosures as would be required for Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 C.F.R. § 164.528 and section 13405 of the HITECH Act (42 U.S.C. § 17935) and any regulations promulgated thereunder.
- xi. Business Associate agrees to provide to Covered Entity, in a time and manner designated by the Covered Entity, information collected in accordance with subsection h. x. of this Section of the Contract, to permit Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 C.F.R. § 164.528 and section 13405 of the HITECH Act (42 U.S.C. § 17935) and any regulations promulgated thereunder.

Exhibit I: Business Associate Agreement template for Disconnected Youth Request

Business Associate agrees at the Covered Entity's direction to provide an accounting of disclosures of PHI directly to an individual in accordance with 45 C.F.R. § 164.528 and section 13405 of the HITECH Act (42 U.S.C. § 17935) and any regulations promulgated thereunder.

- xii. Business Associate agrees to comply with any state or federal law that is more stringent than the Privacy Rule.
- xiii. Business Associate agrees to comply with the requirements of the HITECH Act relating to privacy and security that are applicable to the Covered Entity and with the requirements of 45 C.F.R. §§ 164.504(e), 164.308, 164.310, 164.312, and 164.316.
- xiv. In the event that an individual requests that the Business Associate
  1. Restrict disclosures of PHI;
  2. Provide an accounting of disclosures of the individual's PHI;
  3. Provide a copy of the individual's PHI in an electronic health record; or
  4. Amend PHI in the individual's designated record set,The Business Associate agrees to notify the Covered Entity, in writing, within five business days of the request.
- xv. Business Associate agrees that it shall not, and shall ensure that its subcontractors do not, directly or indirectly, receive any remuneration in exchange for PHI of an Individual without
  1. The written approval of the covered entity, unless receipt of remuneration in exchange for PHI is expressly authorized by this Contract and
  2. The valid authorization of the individual, except for the purposes provided under section 13405(d)(2) of the HITECH Act, (42 U.S.C. § 17935(d)(2)) and in any accompanying regulations
- xvi. Obligations in the Event of a Breach.
  1. The Business Associate agrees that, following the discovery by the Business Associate or by a subcontractor of the Business Associate of any use or disclosure not provided for by this section of the Contract, any breach of unsecured protected health information, or any Security Incident, it shall notify the Covered Entity of such breach in accordance with Subpart D of Part 164 of Title 45 of the Code of Federal Regulations and this Section of the Contract.
  2. Such notification shall be provided by the Business Associate to the Covered Entity without unreasonable delay, and in no case later than 30 days after the breach is discovered by the Business Associate, or a subcontractor of the Business Associate, except as otherwise instructed in writing by a law enforcement official pursuant to 45 C.F.R. 164.412. A breach is considered discovered as of the first day on which it is, or reasonably should have been, known to the Business Associate or its subcontractor. The notification shall include the identification and last known address, phone number and email address of each individual (or the next of kin of the individual if the individual is deceased) whose unsecured protected health information has been, or is reasonably believed by the Business Associate to have been, accessed, acquired, or disclosed during such breach.
- xvii. The Business Associate agrees to include in the notification to the Covered Entity at least the following information:
  1. A description of what happened, including the date of the breach; the date of the discovery of the breach; the unauthorized person, if known, who used the PHI or to whom it was disclosed; and whether the PHI was actually acquired or viewed.

Exhibit I: Business Associate Agreement template for Disconnected Youth Request

2. A description of the types of unsecured protected health information that were involved in the breach (such as full name, Social Security number, date of birth, home address, account number, or disability code).
  3. The steps the Business Associate recommends that Individual(s) take to protect themselves from potential harm resulting from the breach.
  4. A detailed description of what the Business Associate is doing or has done to investigate the breach, to mitigate losses, and to protect against any further breaches.
  5. Whether a law enforcement official has advised the Business Associate, either verbally or in writing, that he or she has determined that notification or notice to Individuals or the posting required under 45 C.F.R. 164.412 would impede a criminal investigation or cause damage to national security and; if so, contact information for said official.
- xviii. If directed by the Covered Entity, the Business Associate agrees to conduct a risk assessment using at least the information in subparagraphs i to iv, inclusive of 8.h of this Section and determine whether, in its opinion, there is a low probability that the PHI has been compromised. Such recommendation shall be transmitted to the Covered Entity within 20 business days of the Business Associate's notification to the Covered Entity.
- xix. If the Covered Entity determines that there has been a breach, as defined in 45 C.F.R. 164.402, by the Business Associate or a subcontractor of the Business Associate, the Business Associate, if directed by the Covered Entity, shall provide all notifications required by 45 C.F.R. 164.404 and 45 C.F.R. 164.406.
- xx. Business Associate agrees to provide appropriate staffing and have established procedures to ensure that individuals informed of a breach have the opportunity to ask questions and contact the Business Associate for additional information regarding the breach. Such procedures shall include a toll-free telephone number, an e-mail address, a posting on its Web site and a postal address. Business Associate agrees to include in the notification of a breach by the Business Associate to the Covered Entity, a written description of the procedures that have been established to meet these requirements. Costs of such contact procedures will be borne by the Contractor.
- xxi. Business Associate agrees that, in the event of a breach, it has the burden to demonstrate that it has complied with all notifications requirements set forth above, including evidence demonstrating the necessity of a delay in notification to the Covered Entity.
- i. Permitted Uses and Disclosure by Business Associate
- i. General Use and Disclosure Provisions except as otherwise limited in this Section of the Contract, Business Associate may use or disclose PHI to perform functions, activities, or services for, or on behalf of, Covered Entity as specified in this Contract, provided that such use or disclosure would not violate the HIPAA Standards if done by Covered Entity or the minimum necessary policies and procedures of the Covered Entity.
  - ii. Specific Use and Disclosure Provisions
    1. Except as otherwise limited in this Section of the Contract, Business Associate may use PHI for the proper management and administration of Business Associate or to carry out the legal responsibilities of Business Associate.
    2. Except as otherwise limited in this Section of the Contract, Business Associate may disclose PHI for the proper management and administration of Business Associate, provided that disclosures are Required by Law, or Business Associate obtains reasonable assurances from the person to whom the information is disclosed that it will

Exhibit I: Business Associate Agreement template for Disconnected Youth Request

- remain confidential and used or further disclosed only as Required by Law or for the purpose for which it was disclosed to the person, and the person notifies Business Associate of any instances of which it is aware in which the confidentiality of the information has been breached.
3. Except as otherwise limited in this Section of the Contract, Business Associate may use PHI to provide Data Aggregation services to Covered Entity as permitted by 45 C.F.R. § 164.504(e)(2)(i)(B).
- j. Obligations of Covered Entity
- i. Covered Entity shall notify Business Associate of any limitations in its notice of privacy practices of Covered Entity, in accordance with 45 C.F.R. § 164.520, or to the extent that such limitation may affect Business Associate's use or disclosure of PHI.
  - ii. Covered Entity shall notify Business Associate of any changes in, or revocation of, permission by Individual(s) to use or disclose PHI, to the extent that such changes may affect Business Associate's use or disclosure of PHI.
  - iii. Covered Entity shall notify Business Associate of any restriction to the use or disclosure of PHI that Covered Entity has agreed to in accordance with 45 C.F.R. § 164.522, to the extent that such restriction may affect Business Associate's use or disclosure of PHI.
- k. Permissible Requests by Covered Entity. Covered Entity shall not request Business Associate to use or disclose PHI in any manner that would not be permissible under the HIPAA Standards if done by the Covered Entity, except that Business Associate may use and disclose PHI for data aggregation, and management and administrative activities of Business Associate, as permitted under this Section of the Contract.
- l. Term and Termination
- i. Term – The Term of this Section of the Contract shall be effective as of the date the Contract is effective and shall terminate when the information collected in accordance with provision h. x. of this Section of the Contract is provided to the Covered Entity and all of the PHI provided by Covered Entity to Business Associate, or created or received by Business Associate on behalf of Covered Entity, is destroyed or returned to Covered Entity, or, if it is infeasible to return or destroy PHI, protections are extended to such information, in accordance with the termination provisions in this Section.
  - ii. Termination for Cause Upon Covered Entity's knowledge of a material breach by Business Associate, Covered Entity shall either:
    1. Provide an opportunity for Business Associate to cure the breach or end the violation and terminate the Contract if Business Associate does not cure the breach or end the violation within the time specified by the Covered Entity; or
    2. Immediately terminate the Contract if Business Associate has breached a material term of this Section of the Contract and cure is not possible; or
    3. If neither termination nor cure is feasible, Covered Entity shall report the violation to the Secretary.
  - iii. Effect of Termination.
    1. Except as provided in l. ii. of this Section of the Contract, upon termination of this Contract, for any reason, Business Associate shall return or destroy all PHI received from Covered Entity, or created, maintained, or received by Business Associate on behalf of Covered Entity. Business Associate shall also provide the information collected in accordance with section 8.j of this Section of the Contract to the Covered Entity within ten business days of the notice of termination. This section shall apply to

Exhibit I: Business Associate Agreement template for Disconnected Youth Request

PHI that is in the possession of subcontractors or agents of Business Associate.

Business Associate shall retain no copies of the PHI.

- iv. In the event that Business Associate determines that returning or destroying the PHI is infeasible, Business Associate shall provide to Covered Entity notification of the conditions that make return or destruction infeasible. Upon documentation by Business Associate that return or destruction of PHI is infeasible, Business Associate shall extend the protections of this Section of the Contract to such PHI and limit further uses and disclosures of PHI to those purposes that make return or destruction infeasible, for as long as Business Associate maintains such PHI. Infeasibility of the return or destruction of PHI includes, but is not limited to, requirements under state or federal law that the Business Associate maintains or preserves the PHI or copies thereof.
- m. Miscellaneous Sections
  - i. Regulatory References. A reference in this Section of the Contract to a section in the Privacy Rule means the section as in effect or as amended.
  - ii. Amendment. The Parties agree to take such action as is necessary to amend this Section of the Contract from time to time as is necessary for Covered Entity to comply with requirements of the Privacy Rule and the Health Insurance Portability and Accountability Act of 1996, Pub. L. No. 104 191.
  - iii. Survival. The respective rights and obligations of Business Associate shall survive the termination of this Contract.
  - iv. Effect on Contract. Except as specifically required to implement the purposes of this Section of the Contract, all other terms of the Contract shall remain in force and effect.
  - v. Construction. This Section of the Contract shall be construed as broadly as necessary to implement and comply with the Privacy Standard. Any ambiguity in this Section of the Contract shall be resolved in favor of a meaning that complies, and is consistent with, the Privacy Standard.
  - vi. Disclaimer. Covered Entity makes no warranty or representation that compliance with this Section of the Contract will be adequate or satisfactory for Business Associate's own purposes. Covered Entity shall not be liable to Business Associate for any claim, civil or criminal penalty, loss or damage related to or arising from the unauthorized use or disclosure of PHI by Business Associate or any of its officers, directors, employees, contractors or agents, or any third party to whom Business Associate has disclosed PHI contrary to the sections of this Contract or applicable law. Business Associate is solely responsible for all decisions made, and actions taken, by Business Associate regarding the safeguarding, use and disclosure of PHI within its possession, custody or control.
  - vii. The Business Associate agrees that it shall be responsible for losses arising out of: (i) its own acts or omissions that result in a breach of PHI or failure to comply with applicable law regarding protection of confidential information and (ii) its own negligence or misconduct. Business Associate shall defend itself against any action or claim brought as a result of such acts under the Agreement.