

## **Appendix B: Description of Data File Contents, Layout, and Caveats**

### **File Contents**

The Excel files on the website contain the estimated number of individuals by age that fall within certain defined population groups at various geographic levels. For the WIOA state allotment and within-state allocation formulas, the population meeting the WIOA definition of disadvantaged Youth or Adult is contained in files labeled Table 6. Three states (Kentucky, Minnesota, and Wisconsin) will also need files labeled Table 8. According to WIOA, the age range for disadvantaged Youth is 16-21, and the age range for disadvantaged Adults is 22 to 72 years.

The age groups are:

- Total (Persons of all ages (0 and over))
- Persons 0 to 13 years of age
- Persons 14 through 15 years
- Persons 16 through 21 years
- Persons 22 through 24 years
- Persons 25 through 54 years
- Persons 55 through 64 years
- Persons 65 through 72 years
- Persons 73 years and over

The geographic levels are:

- National (010)
- State (040)
- County (050)
- County-Subdivision (060)
- County-Place (155)
- State-Place (160)
- State-Level American Indian Area/Alaska Native Area/Hawaiian Homeland Areas (260)
- County-Level American Indian Area/Alaska Native Area/Hawaiian Homeland Areas (270)

The population groups include:

- Table 1A- Total number of persons, including persons living in housing units and persons living in Institutional or Non-Institutional Group Quarters
- Table 1B- Total number of persons in the poverty universe (excludes unrelated individuals under 15 years of age, persons living in Institutional Group Quarters, persons in college dormitories, and persons in military group quarters). The above-listed groups are not in the poverty universe. Persons not in the poverty universe do not have a poverty status. They are neither poor nor non-poor.

- Table 2- Number of persons in the poverty universe who have a 2015 inflation adjusted income in the past 12 months below the standard Bureau’s poverty threshold for that person. This is the number of persons in poverty.
- Table 3- Number of persons who had a 2015 inflation adjusted income (family or individual) in the past 12 months below 70 percent of the Lower Living Standard Income Level (LLSIL) published in Appendix D of the Federal Register/Vol.80, No. 59, March 27, 2015 and any applicable corrections published in the Federal Register/Vol. 80, No. 136, July 16, 2015. The Bureau compared the LLSIL threshold for a person to his (or her) income in the past 12 months in the following manner:
  - If a person was a member of a family, the Bureau used their family income to compare with the appropriate LLSIL threshold (those for 2-person families, 3-person families, 4-person families, etc.).
  - If a person was a member of a Non-Family household or a Group Quarters person (either Institutional or Non-Institutional), the Bureau used the person income to compare with the appropriate LLSIL threshold (those for a 1-person family).
  - If a person was in a family household, but was a non-relative to the householder, the Bureau used the person income to compare with the appropriate LLSIL threshold (those for a 1-person family).
- Tables 4 and 5 from TEGL 21-12 were not provided because they were not approved by the Bureau’s Disclosure Review Board (DRB). Please contact your regional representative, who in turn will contact the national office, if this presents any state or local entity with an issue. Table 4 would have provided the number of persons who satisfy the requirements of Table 2 or Table 3 above. This includes persons in poverty but not below 70 percent of LLSIL, persons not in poverty but below 70 percent of LLSIL, and persons both in poverty and below 70 percent of LLSIL. Table 5 would have provided the number of persons in poverty (Table 2) excluding college students (undergraduate and graduate) not in the labor force (Employment Status Recode (ESR) of 6) or persons on active duty in the armed forces (ESR of 4 or 5) during the appropriate 2011-2015 ACS reference week.
- Table 6- The number of persons who satisfy the requirements of Table 2 or Table 3 (persons in poverty but not below 70 percent of LLSIL, persons not in poverty but below 70 percent of LLSIL, and persons both in poverty and below 70 percent of LLSIL) excluding college students (undergraduate and graduate) not in the labor force (ESR of 6) or persons on active duty in the armed forces (ESR of 4 or 5) during the appropriate 2011-2015 ACS reference week. **The population in Table 6 meets the definition of a disadvantaged Youth or Adult.**
- Table 7- The number of persons in the civilian labor force. The universe of Table 7 is limited to persons 16 years and over who were employed (ESR – 1 or 2) or unemployed (ESR = 3) during the appropriate 2011-2015 ACS reference week.
- Table 8- The number of persons living in Kentucky, Minnesota, and Wisconsin (the three states that have designated local areas served by rural concentrated employment program grant recipients) who received a 2015 inflation-adjusted income (either family or person) below the specified state “low-income levels” listed below. The “low-income levels” below were calculated according to the definition in WIOA Section 127(b)(2)(E) and WIOA Section 132(b)(1)(B)(v)(VII).

<b>Low-Income Level</b>	
	<b>2015</b>
<b>Kentucky</b>	\$45,000
<b>Minnesota</b>	\$43,000
<b>Wisconsin</b>	\$43,000

## **File Layout**

The layout of the data in the files is very similar to what was provided to states in 2013. Each file contains a different geographic level of detail (for example, state versus county) and a different population group, but all fifty-two state entities are contained in each file. Each file contains two tabs. One tab contains the ACS data tabulations obtained from the Bureau (labeled “Census Orig” with the appropriate table number identifying the population group). On the “Census Orig” data tab, geography and age extend down the Y axis. This tab also includes margin of error information the states may find helpful. On a second tab, ETA used pivot tables to reformat the data provided by the Bureau in order to make it easier to use. The second tab contains just the number of individuals by age group meeting the population group definition for the file. This tab has been formatted to read age across the X axis instead of down the Y axis. Because each file contains information for all fifty-two state entities, filters have been added so that states can select their state or counties of interest.

The “Census Orig” tab contains nine columns:

- TBLID – Table Identifier
- GEOID – Geographic Code Identifiers (For most summary levels, a concatenation of FIPS codes)
- GEONAME – Geographic Area Name
- TITLE – Description of Row Estimate
- ORDER – Order of Table Values (Identifies a particular characteristic across the geographic areas in a summary level. The values are repeated for each geographic area)
- SUMLEVEL – Census Bureau Summary Level Code
- CEST – Estimate
- CME – Margin of Error on Estimate at the 90-percent confidence level
- SOURCE – Source of data

## **Caveats**

Please note that the lower level geographies may not sum to the higher level geographies. The Bureau separately tallied and rounded counts for each geographic summary level. Therefore, the U.S. counts do not equal the sum of the state counts, and counts for a particular state do not equal the sum of the county counts for that state, and so on. Also, the Total columns, or rows if using the “Census Orig” format, were tallied and rounded separately. For example, Total Persons, All Ages, may not always equal the sum of the eight (or six) age categories for Total Persons.