Maryland Workforce Information Directory
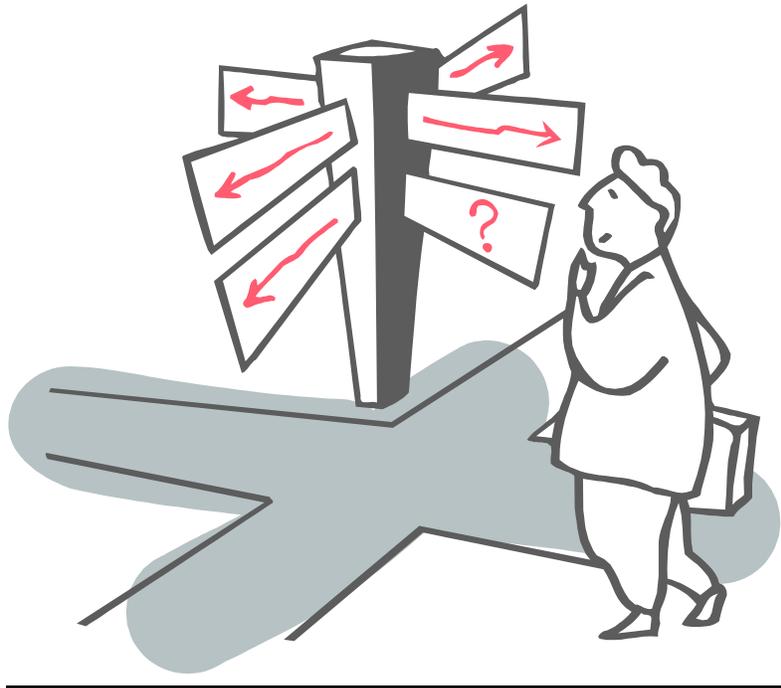
Governor's Workforce Investment Board
Workforce Information Committee

February 2004

Workforce Information Available by Organization

Bureau of Labor Statistics (BLS)
- Wide range of economic data and information on such topics as Employment & Unemployment, Prices & Living Conditions, Compensation & Working Conditions, Productivity & Technology, Employment Projections, and International Labor Statistics

Governor's Workforce Investment Board (GWIB)
- Analysis of earnings of graduates of occupational training programs and summaries of each program
- Report describes the labor supply and demand, including the fastest growing occupations, for the state and the local workforce investment areas and includes a policy discussion
- Graphic summary of public workforce development-related programs in the state including information on funding, clients and program outcomes
- Assessment of statewide workforce information needs
- Report on the skill requirements of the occupations projected to have the most job openings in the future
- Longitudinal study of the impact of the Skills-based Training for Employment Promotion (STEP) program on working parents and participating employers
- Report on the workforce needs of businesses in areas around the Chesapeake Bay
- Report on the current healthcare worker shortage, the forecasted future situation, and the best practices of Maryland and other states in addressing this issue

Job Opportunities Task Force (JOTF)
- Report analyzing the effectiveness of state programs designed to help low-income, working parents.
- Resources for hard-to-employ populations; policies and programs that support economic self-sufficiency; workforce events; and information for workforce practitioners and businesses

Maryland Community College Business Training Network (MCCBTN)
- Website with a searchable database of all the Continuing Education courses of the state's 16 community colleges that offers course descriptions and schedules

Maryland Department of Business and Economic Development (DBED)
- Brief overview of economy, population and income, labor force, employment, wages, and major employers of Maryland and its 24 jurisdictions
- Maryland's key economic indicators
- State business permit and license requirements

Maryland Department of Human Resources (DHR)
- Report that looks at how families fare after leaving welfare
- Data on expenditures and participation in various assistance programs
- TCA Core Caseload Report
- Information about transportation services in urban, suburban, and rural areas to assist welfare recipients and low income individuals in accessing employment opportunities

Maryland Department of Labor, Licensing and Regulation (DLLR)
- Website of information on employment and training including automated listing of job openings, information for businesses, access to information on training in local areas, links to other sources of employment information, and a significant volume of information on the Maryland labor market

- Annual report on the progress of the State and local areas in achieving Workforce Investment Act performance measures
- Apprenticeship and training information including a list of apprenticeable occupations registered by sponsors with DLLR
- Industrial employment and wage data for Maryland and regions
- Stratified list of the largest establishments by county
- Stratified list of the 100 largest private employers in Maryland
- Brief monthly analysis of changes in the labor market including employment and unemployment
- Employment projections for selected industries and occupations including total annual openings and projected growth
- Maryland and regional occupational wage data

Maryland Department of Planning (MDP)
- Data from the 2000 Census including general demographics, housing characteristics as well as social, economic, and detailed housing data for different geographic levels from the state to census tracts; and maps of the various geographic levels and of various data items including commuting and migration flows
- Population estimates for Maryland's jurisdictions by age, race, sex, and Hispanic origin including post 2000 Census estimates through 2002, analysis of income inequality, data on foreign immigration in Maryland, household income estimates, state-to-state and county-to-county migration, and poverty estimates
- Historic and current job and personal income data. Job growth for Maryland.
- Historic data and projections for population, households, household size, jobs, labor force and personal income. Also included is historical and projected public school enrollment data.
- Information on various NAICS industries including the number of establishments, employees, payroll, and sales, as well as data on minority and women owned businesses
- Economic and statistical data on farms including maps
- Data on residential growth inside and outside the Priority Funding Areas and population characteristics; household and housing characteristics; and social, economic, and housing characteristics for the state, counties and Baltimore City including maps
- Data on new housing units constructed, value and housing units authorized
- General demographic information for 1980, 1990, and 2000, population by age and sex from 1970-2000, and total population from 1790-1990 for Maryland's regions and jurisdictions
- Interactive tool that allows users to select a Redistricting or a Census 2000 geographic layer to retrieve a map and general demographic, housing characteristic, and socioeconomic data
- Profiles of Community Statistical Areas for Baltimore City including general demographic data, housing characteristics, and social and economic data
- Data and summary tables from the American Community Survey for several socioeconomic and housing characteristics such as poverty status and educational attainment for state and more populous counties

Maryland Transit Administration (MTA)
- State plan that examines the locations of low-income residents, employment centers and employment-related activities; identifies existing transportation providers and transportation gaps; and proposes specific projects to meet the identified gaps
- Guide to transit services and providers across the State
- Plan that identifies services, projects, programs and other improvements to transit services across the State
- Plans from local transit providers that identify transit needs, explore alternatives for improving services, and recommend five year plan
- Recommended transit system plan for the Baltimore area
- Manual to help communities reduce service duplication and improve transportation services

- Toolkit to help workforce development agencies respond to transportation challenges

Maryland Higher Education Commission (MHEC)
- Data about Maryland post-secondary education including students, degrees, and private career schools
- Statistical data about Maryland post-secondary education including enrollments and degrees awarded
- Trend data on degrees and certificates by academic program at each Maryland college and university
- Trend data on enrollment by academic program at each Maryland college and university
- Analysis of the relationship between high school performance and college performance
- Follow-up survey of college graduates including employment information
- Follow-up survey of community college graduates including employment information
- Survey of employers of community college graduates

Maryland State Dept. of Education (MSDE) - Adult Education and Literacy Services
- List of approved adult education programs by local jurisdiction

Maryland State Dept. of Education (MSDE) - Correctional Education Program
- Correctional education - school improvement data
- Maryland offender workforce outcome data
- Maryland recidivism rates

Maryland State Dept. of Education (MSDE) - Division of Rehabilitation Services
- Comprehensive assessment of the vocational rehabilitation needs of Maryland citizens with severe disabilities
- Annual report with data and statistics regarding the persons served, services provided, outcomes achieved and best practices in disability and rehabilitation services

Workforce Information Available by Information Category

General Economic Information
- Wide range of economic data and information on such topics as Employment & Unemployment, Prices & Living Conditions, Compensation & Working Conditions, Productivity & Technology, Employment Projections, and International Labor Statistics (BLS)
- Brief overview of economy, population and income, labor force, employment, wages, and major employers of Maryland and its 24 jurisdictions (DBED)
- Maryland's key economic indicators (DBED)

Demographics of Workforce and Population
- Report that looks at how families fare after leaving welfare (DHR)
- Data from the 2000 Census including general demographics, housing characteristics as well as social, economic, and detailed housing data for different geographic levels from the state to census tracts; and maps of the various geographic levels and of various data items including commuting and migration flows (MDP)
- Population estimates for Maryland's jurisdictions by age, race, sex, and Hispanic origin including post 2000 Census estimates through 2002, analysis of income inequality, data on foreign immigration in Maryland, household income estimates, state-to-state and county-to-county migration, and poverty estimates (MDP)
- Historic data and projections for population, households, household size, jobs, labor force and personal income. Also included is historical and projected public school enrollment data (MDP)
- Data on residential growth inside and outside the Priority Funding Areas and population characteristics; household and housing characteristics; and social, economic, and housing characteristics for the state, counties and Baltimore City including maps (MDP)
- General demographic information for 1980, 1990, and 2000, population by age and sex from 1970-2000, and total population from 1790-1990 for Maryland's regions and jurisdictions
- Interactive tool that allows users to select a Redistricting or a Census 2000 geographic layer to retrieve a map and general demographic, housing characteristic, and socioeconomic data
- Profiles of Community Statistical Areas for Baltimore City including general demographic data, housing characteristics, and social and economic data (MDP)
- Data and summary tables from the American Community Survey for several socioeconomic and housing characteristics such as poverty status and educational attainment for state and more populous counties (MDP)

Employment, Unemployment, and Job Openings (including Shortages)
- Report describes the labor supply and demand, including the fastest growing occupations, for the state and the local workforce investment areas and includes a policy discussion (GWIB)
- Assessment of statewide workforce information needs (GWIB)
- Report on the current healthcare worker shortage, the forecasted future situation, and the best practices of Maryland and other states in addressing this issue (GWIB)
- Website of information on employment and training including automated listing of job openings, information for businesses, access to information on training in local areas, links to other sources of employment information, and a significant volume of information on the Maryland labor market (DLLR)
- Brief monthly analysis of changes in the labor market including employment and unemployment (DLLR)
- Employment projections for selected industries and occupations including total annual openings and projected growth (DLLR)
- Historic and current job and personal income data. Job growth for Maryland (MDP)

Wages
- Analysis of earnings of graduates of occupational training programs and summaries of each program (GWIB)
- Industrial employment and wage data for Maryland and regions (DLLR)
- Maryland and regional occupational wage data (DLLR)

Occupations (job description, related occupations, skill/education requirements)
- Report on the skill requirements of the occupations projected to have the most job openings in the future (GWIB)

Industries
- Report on the workforce needs of businesses in areas around the Chesapeake Bay (GWIB)
- Stratified list of the largest establishments by county (DLLR)
- Stratified list of the 100 largest private employers in Maryland (DLLR)
- Information on various NAICS industries including the number of establishments, employees, payroll, and sales, as well as data on minority and women owned businesses (MDP)
- Economic and statistical data on farms including maps (MDP)

Education and Training (provider performance, programs/courses, certificates/degrees, student education plans)
- Graphic summary of public workforce development-related programs in the state including information on funding, clients and program outcomes (GWIB)
- Website with a searchable database of all the Continuing Education courses of the state's 16 community colleges that offers course descriptions and schedules (MCCBTN)
- Apprenticeship and training information including a list of apprenticeable occupations registered by sponsors with DLLR (DLLR)
- Data about Maryland post-secondary education including students, degrees, and private career schools (MHEC)
- Statistical data about Maryland post-secondary education including enrollments and degrees awarded (MHEC)
- Trend data on degrees and certificates by academic program at each Maryland college and university (MHEC)
- Trend data on enrollment by academic program at each Maryland college and university (MHEC)
- Analysis of the relationship between high school performance and college performance (MHEC)
- Follow-up survey of college graduates including employment information (MHEC)
- Follow-up survey of community college graduates including employment information
- Survey of employers of community college graduates (MHEC)
- List of approved adult education programs by local jurisdiction (MSDE)
- Correctional education - school improvement data (MSDE)

Workforce Development Service Providers (services, participants, performance)
- Longitudinal study of the impact of the Skills-based Training for Employment Promotion (STEP) program on working parents and participating employers (GWIB)
- Data on expenditures and participation in various assistance programs (DHR)
- TCA Core Caseload Report (DHR)
- Annual report on the progress of the State and local areas in achieving Workforce Investment Act performance measures (DLLR)
- Maryland offender workforce outcome data (MSDE)
- Maryland recidivism rates (MSDE)

- Comprehensive assessment of the vocational rehabilitation needs of Maryland citizens with severe disabilities (MSDE)
- Annual report with data and statistics regarding the persons served, services provided, outcomes achieved and best practices in disability and rehabilitation services (MSDE)
- Report analyzing the effectiveness of state programs designed to help low-income, working parents (JOTF)
- Resources for hard-to-employ populations; policies and programs that support economic self-sufficiency; workforce events; and information for workforce practitioners and businesses (JOTF)

Geography and Transportation
- Information about transportation services in urban, suburban, and rural areas to assist welfare recipients and low income individuals in accessing employment opportunities (DHR)
- Data on new housing units constructed, value and housing units authorized (MDP)
- State plan that examines the locations of low-income residents, employment centers and employment-related activities; identifies existing transportation providers and transportation gaps; and proposes specific projects to meet the identified gaps (MTA)
- Guide to transit services and providers across the State (MTA)
- Plan that identifies services, projects, programs and other improvements to transit services across the State (MTA)
- Plans from local transit providers that identify transit needs, explore alternatives for improving services, and recommend five year plan (MTA)
- Recommended transit system plan for the Baltimore area (MTA)
- Manual to help communities reduce service duplication and improve transportation services (MTA)
- Toolkit to help workforce development agencies respond to transportation challenges (MTA)

Government Regulation/Licensing
- State business permit and license requirements (DBED)

Agency: Bureau of Labor Statistics

Description of information: The Bureau of Labor Statistics (BLS) is the principal fact-finding agency for the Federal Government in the broad field of labor economics and statistics. The BLS is an independent national statistical agency that collects, processes, analyzes, and disseminates essential statistical data to the American public, the U.S. Congress, other Federal agencies, State and local governments, business, and labor.

BLS offers access to a wide range of economic data and information on such topics as Employment & Unemployment, Prices & Living Conditions, Compensation & Working Conditions, Productivity & Technology, Employment Projections, and International Labor Statistics.

Produce or possess: Produce

Frequency of availability: Varies by survey and program. Depending on the survey or program, BLS data is produced on a monthly, bimonthly, quarterly, semi-annual, or annual basis.

Most recent time period available: Varies by survey and program. Prices & Living Conditions and some Employment &Unemployment data are available the month following the reference month.

How and where the information is available: This data is available on our website. Data specific to the State of Maryland is available at http://www.bls.gov/ro3/ro3_md.htm while data for the United States and other areas are available at http://www.bls.gov/

U.S. Department of Labor
Bureau of Labor Statistics
Mid-Atlantic BLS Information Office in Philadelphia

www.bls.gov

Inflation & Consumer Spending

Consumer Price Index

Washington-Baltimore, DC-MD-VA-WV, area http://www.bls.gov/ro3/cpiwb.pdf
South Region http://www.bls.gov/ro3/cpiso.pdf

Consumer Expenditure Survey

Baltimore, MD area http://www.bls.gov/ro3/cexbalt.pdf
Washington, DC-MD-VA-WV area http://www.bls.gov/ro3/cexwash.pdf

Employment & Unemployment

Maryland
seasonally adjusted http://www.bls.gov/ro3/fax_9515.pdf
not seasonally adjusted http://www.bls.gov/ro3/fax_9516.pdf
historical nonfarm employment http://www.bls.gov/ro3/fax_9558.pdf

Baltimore area (includes Baltimore City)
not seasonally adjusted http://www.bls.gov/ro3/fax_9517.pdf
historical nonfarm employment http://www.bls.gov/ro3/fax_9560.pdf

Suburban Maryland area
not seasonally adjusted http://www.bls.gov/ro3/fax_9519.pdf
historical nonfarm employment http://www.bls.gov/ro3/fax_9562.pdf

Wages, Earnings & Benefits

Annual Average Pay

Maryland http://www.bls.gov/ro3/fax_9623.pdf

National Compensation Survey

Washington-Baltimore, DC-MD-VA-WV http://www.bls.gov/ro3/ncswb.pdf

Census of Fatal Occupational Injuries

State of Maryland http://www.bls.gov/ro3/cfoimd.pdf
Baltimore area (includes Baltimore PMSA and City) http://www.bls.gov/ro3/cfoibalt.pdf
Washington area (inc. Washington PMSA and DC) http://www.bls.gov/ro3/cfoidc.pdf
Southeast http://www.bls.gov/ro3/fax_9922.pdf

Contact: Information Specialists in the Mid-Atlantic Information Office are available to assist customers with locating and using BLS data, publications, and services by calling (215) 597-3282 or emailing your request to BLSinfoPhiladelphia@bls.gov

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Agency: Governor's Workforce Investment Board

Description of information: *State of the Workforce Report* **-** This report describes the population and occupational trends of Maryland. It displays labor supply by high school graduates and college graduates by what areas of study on a state and local WIB basis. It graphically depicts labor demand by charting the growth and strength of industry sectors, the top occupations by growth projections on a statewide and local WIB basis. Includes a policy discussion relative to the information including a description of hard-to-serve populations.

Produce or possess: Produce

Frequency of availability: Every other year

Most recent time period available: 2001 (next edition to be available Spring 2004).

How and where the information is available: www.mdworkforce.com, as well as paper report

Contact: David Fontaine, (410) 767-4145, dfontaine@gwib.state.md.us
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Agency: Governor's Workforce Investment Board

Description of information*: Occupational Skills Training in Maryland: A Study of Earnings Trends* - Analysis of earnings of graduates of occupational training programs operated by DLLR, LWIBs, DBED and community colleges. Also contains summaries of each program.

Produce or possess: Produce

Frequency of availability: One-time report

Most recent time period available: February 2003

How and where the information is available: Available on the GWIB website - www.mdworkforce.net/documents/type%202/Occupational%20Earnings%20Study%20Final%20%202_3_03.pdf or go to www.mdworkforce.com

Contact: Jean Davis, (410) 767-2905, jdavis@gwib.state.md.us

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Agency: Governor's Workforce Investment Board

Description of information: The Maryland Workforce Investment System Summary Chart is a graphic summary of public workforce development-related programs in the state. It includes information on state and federal funding, funding flow, clients and program outcomes.

Produce or possess: Produce

Frequency of availability: Annually

Most recent time period available: January 2003 (next one to be published in January 2004)

How and where the information is available: Report is available via hard copy or on GWIB's website at www.mdworkforce.com.

Contact: Joanna Kille, (410) 767-2982, jkille@gwib.state.md.us

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Agency: Governor's Workforce Investment Board

Description of information: Maryland Workforce Information Needs Assessment – In July 2002, GWIB's Workforce Information Committee conducted a survey of workforce development professionals across the state asking them what workforce information they needed and their top information needs.

Produce or possess: Produce

Frequency of availability: One-time report

Most recent time period available: July 2002

How and where the information is available: Paper report

Contact: Jean Davis, (410) 767-2905, jdavis@gwib.state.md.us

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Agency: Governor's Workforce Investment Board

Description of information: _Critical Skills Forecaster_ – Produced by RESI in consultation with GWIB, this report builds on _Improving Occupational Information_, a report produced by DLLR that listed the occupations that are projected to have the most job openings in the future, by listing the skill requirements of these occupations, including the level of expertise required.   The report lists which skills are most in demand by these occupations, which of these occupations require the highest level of expertise in the various skills, and the relative importance of various skills to these occupations.

Produce or possess: Produce

Frequency of availability: One-time report

Most recent time period available: December 2001

How and where the information is available: Paper report

Contact: Jean Davis, (410) 767-2905, jdavis@gwib.state.md.us

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Agency: Governor's Workforce Investment Board

Description of information: The "Maryland STEPs Up for Working Parents" report is a longitudinal study of the impact that the Skills-based Training for Employment Promotion (STEP) program has had on working parents and participating employers. Seven participants and four employers were profiled in this report. STEP is a competitive grant program that provides money to local areas to train low-income working parents to move into better paying careers. Employers contribute 50 percent of training costs.

Produce or possess: Produce

Frequency of availability: One-time report

Most recent time period available: January 2003

How and where the information is available: Report is available via hard copy or on GWIB's website at www.mdworkforce.com.

Contact: Joanna Kille, (410) 767-2982, jkille@gwib.state.md.us

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Agency: Governor's Workforce Investment Board

Description of information: The Community Audit report is the result of a two-year grant from the U.S. Department of Labor to connect directly with businesses through a combination of surveys, interviews and focus groups, looking at the workforce needs of businesses in areas around the Chesapeake Bay. The report, scheduled for release in early December 2003, will present the findings.

Produce or possess: Produce

Frequency of availability: One-time report

Most recent time period available: December 2003

How and where the information is available: Report is available via hard copy or on GWIB's website at www.mdworkforce.com.

Contact: Joanna Kille, (410) 767-2982, jkille@gwib.state.md.us

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Agency: Governor's Workforce Investment Board

Description of information: *Governor's Healthcare Workforce Summit Monograph*
GWIB facilitated an invitational Governor's Healthcare Workforce Summit on August 28, 2003 to address the issue of increasing the number of skilled healthcare workers in Maryland. As background to

the Summit, the Steering Committee documented the current extent of the healthcare worker shortage and forecasted the future situation. In addition, it researched the best practices of Maryland and other states in addressing this issue.

Produce or possess: Produce

Frequency of availability: One-time report

Most recent time period available: August 2003

How and where the information is available: A copy of the report can be downloaded from http://www.mdworkforce.com/menu.cfm?p_menu=290&cm=80|290.

Contact: David Fontaine, (410) 767-4145, dfontaine@gwib.state.md.us
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Agency: Job Opportunities Task Force (JOTF)

Description of information: JOTF is a non-profit organization that advocates better skills, jobs and wages for low-wage workers and job seekers. We provide information about: jobs, skills and wages in the Baltimore region; resources for hard-to-employ populations; policies and programs that support economic self-sufficiency; workforce events; and information for workforce practitioners and businesses.

Produce or possess: Produce: Newsletter on workforce issues
                                   Informational forums and meetings on workforce issues

Frequency of availability: electronic newsletter – monthly
                                   forums – 6 times a year
                                   workforce practitioners' roundtable - monthly

Most recent time period available: *February 2004*

How and where the information is available: web site and paper – www.jotf.org

Contact: Deborah Povich, (410) 234-8045, Deborah@jotf.org
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Agency: Job Opportunities Task Force (JOTF)

Description of information: *Low-Income Workers to Good Jobs: A Policy Road Map for Maryland* – In 2003 JOTF undertook the Maryland Workforce Indicators Project, part of a national initiative designed and sponsored by two foundations. The project analyzes the effectiveness of state programs designed to help low-income, working families, culminating in the release of the JOTF's report, which includes recommended policy changes in higher education, economic development, job training and other areas.

Produce or possess: Produce:

Frequency of availability: One-time report

Most recent time period available: *January 2004*

How and where the information is available: web site and paper – www.jotf.org

Contact: Deborah Povich, (410) 234-8045, Deborah@jotf.org

Agency: Maryland Community College Business Training Network (MCCBTN)

Description of data: MCCBTN is a collaborative effort among the state's 16 community colleges to demonstrate the colleges' capacity to provide training for businesses. The network has developed a website that provides a searchable database of all the Continuing Education courses, offers course descriptions and a schedule at a particular college.

Produce or possess?: Produced and maintained by Howard Community College

Time period: Data is current at all times

Most recent time period available: NA

How and where the information is available: http://www.marylandtraining.com/

Contact: Patricia Keeton, (410) 772-4979, pkeeton@howardcc.edu

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Agency: Maryland Department of Business and Economic Development

Description of information: Brief Economic Facts – Data/fact sheet on Maryland and the 24 jurisdictions. Contains a brief overview of the state or jurisdiction's economy, population and income information, labor force, employment, wages, and major employers. Also included is information on tax rates, infrastructure (including transportation and utilities), as well as climate, recreation and education data. Draws from various state and federal data sources.

Economic Pulse – Publication containing key economic indicators and articles on Maryland and the U.S. economies. Provides a snapshot of the state of the Maryland economy including information on the labor force, employment, coincident and leading indices and other economic indicators. Draws from various state and federal data sources.

Business License Information System (BLIS) - An Internet-based system that helps business owners determine which State permits and licenses are required to operate their business. The system also gives comprehensive information and contacts for all of Maryland's occupational licenses, as well as helpful links to other business-related sites throughout the State.

Produce or possess: Produce

Frequency of availability: Brief Economic Facts is updated on an annual basis. The Economic Pulse is produced monthly.

Most recent time period available: Latest data listed at present in the Brief Economic Facts are for 2001. The Economic Pulse for August 2003 contains data as of June 2003.

How and where the information is available: Both the Brief Economic Facts and the Economic Pulse have PDF files that are available on the Internet. A hard copy of the report is available, but individuals are referred to the website. Website address for Brief Economic Facts: http://www.choosemaryland.org/orientation/community.asp
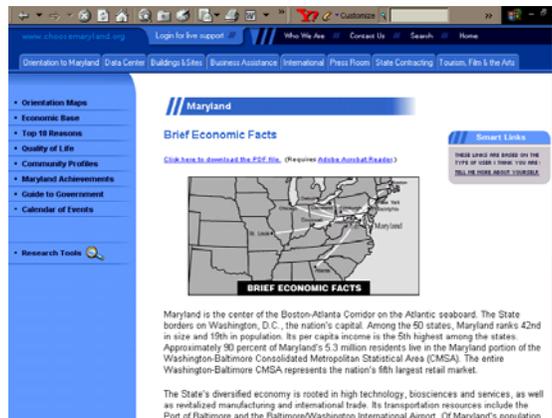
Website address for Economic Pulse:
http://www.choosemaryland.org/pressroom/publications/economic_pulse/index.asp
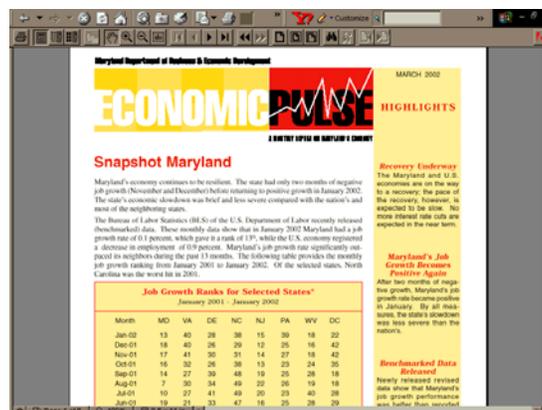
Website address for Business License Information System:
http://www.blis.state.md.us/client/Blis.jsp
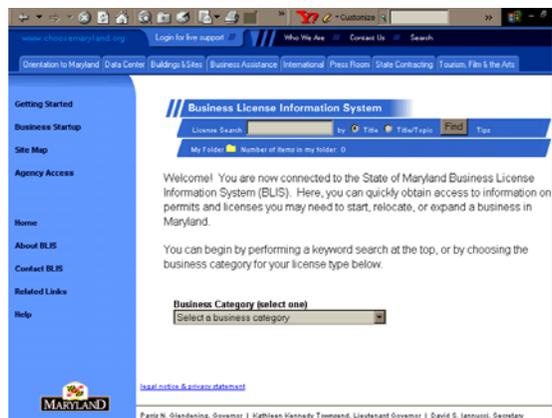
Contact: Roger Fujihara, (410) 767-6396, rfujihara@mdbusiness.state.md.us

Agency: Maryland Department of Human Resources

Description of information: *Life After Welfare: Sixth Report* – This report is the sixth in a series of reports that track a sample of families that exit welfare each month. The study looks at how well these families fare after leaving welfare by examining their employment patterns, attachment to other human services programs and other issues. Part of the report focuses on quarterly wage information, employment retention and the industries that most former welfare recipients are employed in.

Produce or possess: The Family Investment Administration produces this report through its long-standing research partnership with the University of Maryland School of Social Work.

Frequency of availability: Annual

Most recent time period available: 2003

How and where the information is available: Paper report

Contact: William Kincannon, (410) 767-8874, wkincann@dhr.state.md.us

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Agency: Maryland Department of Human Resources

Description of information: Family Investment Administration Monthly Statistical Report – This report is based on data from our eligibility mainframe system (CARES) and includes process data regarding case counts, individual counts and expenditures for the Temporary Cash Assistance, Food Stamps, Transitional Emergency Medical and Housing Assistance and Medical Assistance programs.

Produce or possess: The Family Investment Administration produces this report.

Frequency of availability: Monthly with a 3 month lag

Most recent time period available:

How and where the information is available: Paper report

Contact: Mark Millspaugh, (410) 767-8558, mmillspa@dhr.state.md.us

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Agency: Maryland Department of Human Resources

Description of information: TCA Core Caseload Report – This statistical report breaks down the welfare caseload by type of case to help determine the number of families where the adult is not exempt and could be engaged in work activities.

Produce or possess: This report is produced by RESI of Towson University based on an analysis of data from our eligibility determination mainframe system (CARES).

Frequency of availability: Monthly report available 30 days after the end of the report month.

Most recent time period available:

How and where the information is available: Paper report and DHR Intranet (available to all DHR staff)

Contact: Mark Millspaugh, (410) 767-8558, mmillspa@dhr.state.md.us

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Agency: Maryland Department of Human Resources - Job Access and Reverse Commute Program

Description of information: The Job Access and Reverse Commute Program has two major goals:

- to provide transportation services in urban, suburban, and rural areas to assist welfare recipients and low income individuals in accessing employment opportunities, and
- to increase collaboration among transportation providers and human service agencies and related service providers, employers, and affected communities and individuals.

Job Access projects implement new services or extend existing services to fill the gaps in current public transit services, and Reverse Commute programs transport the general public and low income individuals from urban areas to suburban employment opportunities.

Produce or possess:

Frequency of availability: Annually

Most recent time period available: Federal Fiscal Year 2002 (Maryland Transit Administration)
State Fiscal Year 2003 (Maryland Department of Human Resources)

How and where the information is available: Data can be made available by either of the contact persons listed below.

Contact: Dan Dalton, (Mass Transit Administration) Statewide Transportation Coordinator, (410) 767-3777, or Yolanda Parker, (Maryland Department of Human Resources) Special Projects Coordinator, (410) 767-5598

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Agency: Maryland Department of Labor, Licensing and Regulation - Office of Employment Services

Description of information: The Office of Employment Services is a partner in the Maryland employment and training arena. Data available to the public for job listing and job finding information, called CareerNet, is located on the Internet at: http://www.careernet.state.md.us. The Maryland CareerNet is a compendium of information on employment and training. It includes an automated listing of job openings from private employers and government, information for businesses, access to information on training in local areas, links to other sources of employment information, and a significant volume of information on the Maryland labor market.

Produce or possess: CareerNet is available on the Internet.

Frequency of availability: The information on jobs is updated daily. Other data, such as labor market hiring trends, etc., is updated less frequently.

Most recent time period available: The information is available 24 hours a day, 7 days a week.

How and where the information is available: The data is available on the Internet, through the Department of Labor, Licensing and Regulation (DLLR) web site http://www.dllr.state.md.us or the CareerNet site at http://www.careernet.state.md.us.

Contact: Local contacts regarding this information can be obtained by accessing the DLLR web site. Otherwise, contact can be made with E. Howard, (410) 767-2018, ehoward@dllr.state.md.us.

Agency: Maryland Department of Labor, Licensing and Regulation - Office of Employment Training

Description of information: The Workforce Investment Act (WIA) Annual Report includes the progress of the State and local areas in achieving State performance measures, including information on the levels of performance achieved by the State and local areas with respect to the core indicators of performance and the customer satisfaction indicator.

Produce or possess: Produce

Frequency of availability: Annually

Most recent time period available: Program Year 2001

How and where the information is available: Paper report and electronic report available. Also available on DOLETA website:
www.doleta.gov/usworkforce/documents/annualreports/py2001/Maryland01.pdf

Contact: Pat Crawford, (410) 767-2822, pcrawford@dllr.state.md.us

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Agency: Maryland Department of Labor, Licensing and Regulation, Office of Labor Market Analysis and Information

Description of information: Apprenticeship and Training -- Provides apprenticeship and training information including a list of apprenticeable occupations registered by sponsors with the Department of Labor, Licensing and Regulation (DLLR).

Produce or possess: Produce

Frequency of availability: As appropriate

Most recent time period available: September 2003

How and where is the data available: Internet - www.dllr.state.md.us/labor/appr.html

Contact: Maryland Apprenticeship Council, (410) 767-2246, Fax: (410) 767-2220, matp@dllr.state.md.us

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Agency: Maryland Department of Labor, Licensing and Regulation, Office of Labor Market Analysis and Information

Description of information: _Employment and Payrolls_ -- Provides a source of industrial employment and wage data for the state, Baltimore Metro Area, DC Suburban Area, and each of Maryland's local jurisdictions. This data series serves as a useful barometer in monitoring industrial movements and identifying trends. It is also used as a basis for formulating industrial projections.

Produce or possess: Produce

Frequency of availability: Quarterly and annually

Most recent time period available: First Quarter 2003

How and where is the data available: Paper report and Internet - www.dllr.state.md.us/lmi/emppay

Contact: Pat Arnold, (410) 767-2250, , parnold@dllr.state.md.us
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Agency: Maryland Department of Labor, Licensing and Regulation, Office of Labor Market Analysis and Information

Description of information: *Largest Establishments by County* -- Stratified list of the largest establishments by county ranked alphabetically.

Produce or possess: Produce

Frequency of availability: As appropriate

Most recent time period available: First Quarter 2002

How and where is the data available: Internet - www.dllr.state.md.us/lmi/countyreportingunits.htm

Contact: Pat Arnold, (410) 767-2250, parnold@dllr.state.md.us
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Agency: Maryland Department of Labor, Licensing and Regulation, Office of Labor Market Analysis and Information

Description of information: *Maryland Largest Private Employers* -- Stratified list of the 100 largest private employers in Maryland ranked alphabetically.

Produce or possess: Produce

Frequency of availability: As appropriate

Most recent time period available: First Quarter 2002

How and where is the data available: Internet - www.dllr.state.md.us/lmi/topprivateeployers12002.htm

Contact: Pat Arnold, (410) 767-2250, parnold@dllr.state.md.us
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Agency: Maryland Department of Labor, Licensing and Regulation, Office of Labor Market Analysis and Information

Description of information: *Monthly Labor Review* -- Provides a brief analysis of changes in the labor market, focusing on the civilian labor force, employment, unemployment by place of residence, and industrial employment by place of work.

Produce or possess: Produce

Frequency of availability: Monthly

Most recent time period available: August 2003

How and where is the data available: Paper report and Internet - www.dllr.state.md.us/lmi/mlr/lausaug98.htm

Contact: Pat Arnold, (410) 767-2250, parnold@dllr.state.md.us

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Agency: Maryland Department of Labor, Licensing and Regulation, Office of Labor Market Analysis and Information

Description of information: *Industry and Occupational Projections* -- Provides employment projections on selected industries and occupations including information on total annual openings and projected growth.

Produce or possess: Produce

Frequency of availability: As appropriate

Most recent time period available: 1998-2008

How and where is the data available: Internet - www.dllr.state.md.us/lmi/iandoproj/occatoc.htm

Contact: Pat Arnold, (410) 767-2250, parnold@dllr.state.md.us

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Agency: Maryland Department of Labor, Licensing and Regulation, Office of Labor Market Analysis and Information

Description of information: <u>*Maryland and Regional Occupational Wage Data (OES)*</u> -- Data produced for state and each WIA. For each surveyed occupation, an entry level, experience level, mean and median wage estimate is provided. Detailed occupational analyses are also available, providing an occupational definition, wage history, and comparative rates in other WIAs.

Produce or possess: Produce

Frequency of availability: Semi-Annually

Most recent time period available: Wages have been adjusted for any inflationary pressures through September 2002.

How and where is the data available: Internet - www.dllr.state.md.us/lmi/wages/PAGE0008.HTM

Contact: Pat Arnold, (410) 767-2250, parnold@dllr.state.md.us

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Agency: Maryland Department of Planning

Description of information: Data from the **2000 Census** are provided on our website in a variety of formats, these data include profiles containing general demographics and housing characteristics from the Summary File One release of the 2000 Census, as well as social, economic, and detailed housing data from Summary File 3. These data are available for different geographic levels: state, county, census tract, places, zip codes, etc… Also available are maps providing the boundaries for the various geographic levels and maps displaying thematic representations of various data items (percent poverty, income, labor force..). The website also provides data and maps from the 2000 Census for commutation and migration flows.

Produce or possess: These data products are produced using data from the United States Census Bureau

Frequency of availability: Census data is updated every ten years.

Most recent time period available: 2000

How and where the information is available: This data is available on our website at www.mdp.state.md.us/msdc/census2000.htm or by calling 410-767-4450

Contact: Mark Goldstein, 410-767-4454, mgoldstein@mdp.state.md.us
          Jane Traynham, 410-767-4394, jtraynham@mdp.state.md.us
          Jesse Ash, 410-767-4453, jash@mdp.state.md.us
          Melissa Appler, 410-767-4468, mappler@mdp.state.md.us

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Agency: Maryland Department of Planning

Description of information: Data for **Socio-Economic Estimates** include population estimates for Maryland's jurisdictions by age, race, sex, and Hispanic origin. Post 2000 Census estimates through 2002 are available as well as the updated 1990 intercensal estimates. Data for the components of change are provided for the period between 2000 and 2002. Also available as part of the Socio economic estimates are data from the Consolidated Federal Funds Report for 1983-2002, an analysis of Income Inequality using the GINI coefficient, Household Median and Mean Income estimates from 1983-2002, IRS County to County Income Data for 1995-1999, IRS State to State Migration Data for 1991-2001, and Foreign Immigration Data in Maryland between 1989 and 1999.

Produce or possess: All data items are produced using a variety of sources: U.S. Census Bureau, U.S. Immigration and Naturalization Service, Internal Revenue Service, U.S. Bureau of Economic Analysis (BEA), and U.S. Department of Commerce.

Frequency of availability: Each data series has a different time span, as stated in the above description.

Most recent time period available: The most recent year for the data series vary between 1999 and 2002.

How and where the information is available: This data is available on our website at http://www.mdp.state.md.us/msdc/estimate.htm or by calling 410-767-4450

Contact: Mark Goldstein, 410-767-4454, mgoldstein@mdp.state.md.us
          Melissa Appler, 410-767-4468, mappler@mdp.state.md.us

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Agency: Maryland Department of Planning

Description of information: Historic and current **Job and Personal Income** data are available on our website from the U.S. Bureau of Economic Analysis (BEA). These data include totals for quarterly personal income for states from 1969 through the first quarter of 2003; annual jobs and income data for Maryland's jurisdictions, States and Regions; wage and salary jobs and average wage per job through 2001and a summary of the components of personal income in Maryland. Also available is a summary on job growth for Maryland 2002 and information from the U.S. Census Bureau's, County Business Patterns, on numbers of high technology establishments by zip code (including maps) in Maryland for 1994-1997 (SIC) and 2000 (NAICS).

Produce or possess: All data items are produced using a variety of sources: U.S. Bureau of Economic Analysis (BEA), Maryland Department of Labor, Licensing, and Regulation, Office of Labor Market Analysis and Information (CES & ES-202), and the U.S. Census Bureau's County Business Patterns.

Frequency of availability: Each data series has a different time span, as stated in the above description.

Most recent time period available: The most recent quarter available for the jobs and personal income data is 2003I, 2001 is the most recent year for the annual jobs and income data for Maryland's jurisdictions, States and Regions and the most recent data from the County Business Patterns data are for 2000.

How and where the information is available: This data is available on our website at http://www.mdp.state.md.us/msdc/job_income.htm or by calling 410-767-4450

Contact: Mark Goldstein, 410-767-4454, mgoldstein@mdp.state.md.us

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Agency: Maryland Department of Planning

Description of information: Data for **Socio-Economic Projections** by jurisdiction include historic as well as projections in five-year increments from 2005 to 2030 for: population, households, household size, labor force and personal income. Population projections detailed into 17 age groups (0-4, 5-9, 10-14,…85+), race (white/nonwhite), and gender are available upon request. Labor force, labor force participation rates, personal income and per capita personal income are available for jurisdictions. Also included in this data category are historical 2002 and projected 2003-2012 Public School Enrollment data.

Produce or possess: Projections are produced using **Rnd 5D** (Baltimore) and **Rnd 6.3** Washington) cooperative forecasts. Public School Enrollment projections are based on population projections for individuals between 5-17 as well as appropriate grade succession ratios. Public School Summary projections are on the website with a complete report available upon request.

Frequency of availability: Each data series has a different time span, as stated in the above description.

Most recent time period available: The most recent population, household and household size projections are provided using the 2000 census as the base year. The school enrollment report is available for 2003-2012.

How and where the information is available: This data is available on our website at http://www.mdp.state.md.us/msdc/projection.htm or by calling 410-767-4450

Contact: Mark Goldstein, 410-767-4454, mgoldstein@mdp.state.md.us

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Agency: Maryland Department of Planning

Description of information: The **1997 Economic Census** data provides information on various NAICS industries within Maryland's jurisdictions as well as data on Minority and Women Owned Businesses. These data include the number of establishments, employees, annual payroll, sales and per capita sales.

Produce or possess: All tables are produced using the U.S. Census Bureau's, Economic Census Series data.

Frequency of availability: This data series is produced every 5 years.

Most recent time period available: The most recent data are for 1997, however the 2002 economic census is underway.

How and where the information is available: This data is available on our website at http://www.mdp.state.md.us/msdc/Econ_cen.htm or by calling 410-767-4450

Contact: Mark Goldstein, 410-767-4454, mgoldstein@mdp.state.md.us
                     Jane Traynham, 410-767-4394, jtraynham@mdp.state.md.us
                     Melissa Appler, 410-767-4468, mappler@mdp.state.md.us

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Agency: Maryland Department of Planning

Description of information: The **1997 Census of Agriculture** data provides data on the number of farms; acres of land in farms; market value of land and building per acre and per average farm for both current dollars and 1997 constant dollars; and maps of the number of farms by jurisdiction for 1987 and 1997.

Produce or possess: All tables are produced using the U.S. Census Bureau's, Census of Agriculture data.

Frequency of availability: This data series is produced every 5 years.

Most recent time period available: The most recent data are for 1997, however the 2002 economic census is underway.

How and where the information is available: This data is available on our website at http://www.mdp.state.md.us/msdc/Cen_Agri/farmland.htm or by calling 410-767-4450

Contact: Melissa Appler, 410-767-4468, mappler@mdp.state.md.us

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Agency: Maryland Department of Planning

Description of information: Data are available to track the residential growth inside and outside the **Priority Funding Areas** from 1990 to 2001 by jurisdiction. Also available are five profile pages for 2000 and four profile pages for 1990 for the state, counties and Baltimore City. Data in the profiles include: population characteristics; household and housing characteristics; and social, economic, and housing characteristics. Maps are also available on the website.

Produce or possess: Residential development activity was derived from MD Property View files. The profiles were produced using data from the United States Census Bureaus 1990 and 2000 decennial Censuses. Methodology of this analysis is available on the website.

Frequency of availability: First time for data analysis of priority funding areas.

Most recent time period available: The most recent data are for 1990 and 2000.

How and where the information is available: This data is available on our website at http://www.mdp.state.md.us/msdc/PFA/pfa_idx.htm or by calling 410-767-4450

Contact: Mark Goldstein, 410-767-4454, mgoldstein@mdp.state.md.us

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Agency: Maryland Department of Planning

Description of information: Housing Construction data for New Housing Units Authorized for Construction are available on the website. Monthly reports contain data on new housing units constructed, value and housing units authorized. Data for the first and second quarters of 2003 and annual data for 2002 are also available.

Produce or possess: All tables are produced using data from the U.S. Census Bureau.

Frequency of availability: Data are reported on a monthly basis.

Most recent time period available: Monthly data from March 2002 to July 2003, the first and second quarters of 2003 and annual data for 2002 are available.

How and where the information is available: This data is available on our website at http://www.mdp.state.md.us/msdc/newhh/newhhidx.htm or by calling 410-767-4450

Contact: Jesse Ash, 410-767-4453, jash@mdp.state.md.us

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Agency: Maryland Department of Planning

Description of information: Some general **Historical Census** data for the Maryland's regions and jurisdictions are provided on our website; the data includes: a one-page profile of general demographic information for 1980, 1990, and 2000, population by age and sex from 1970-2000, and total population from 1790-1990.

Produce or possess: All tables are produced using data from the U.S. Census Bureau.

Frequency of availability: Census data is updated every ten years.

Most recent time period available: 2000

How and where the information is available: This data is available on our website at http://www.mdp.state.md.us/msdc/census/Historical_Census/Hiscens_idx.htm or by calling 410-767-4450

Contact: Mark Goldstein, 410-767-4454, mgoldstein@mdp.state.md.us
Jane Traynham, 410-767-4394, jtraynham@mdp.state.md.us
Jesse Ash, 410-767-4453, jash@mdp.state.md.us
Melissa Appler, 410-767-4468, mappler@mdp.state.md.us

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Agency: Maryland Department of Planning

Description of information: The Maryland Department of Planning has developed an interactive tool, **Address Lookup: Dynamic Maps and Census Reports,** that allows users to select a Redistricting map layer or a Census 2000 geographic layer (county, census tract, zip code, block…) to retrieve a map and profile of selected characteristics for that area. Individual reports are generated for general demographics, housing characteristics, and socio-economic data.

The dynamic map and profile allows both novice and expert users easy access to 2002 Legislative and Congressional information as well as neighborhood level 2000 Census data.

Produce or possess: All tables are produced using data from the U.S. Census Bureau.

Frequency of availability: Census data is updated every ten years.

Most recent time period available: 2000

How and where the information is available: This data is available on our website at http://www.mdp.state.md.us/msdc/caliper/caliperapp.htm or by calling 410-767-4450.

Contact: Melissa Appler, 410-767-4468, mappler@mdp.state.md.us

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Agency: Maryland Department of Planning

Description of information: The Baltimore Neighborhood Indicator Alliance developed **Community Statistical Areas for Baltimore City**; from these MDP has created a series of 5 profile pages containing data from the 2000 Census. Data available include: general demographic data, housing characteristics, social and economic data, and detailed housing characteristics. The following are some examples of the statistical areas: Belair-Edison, Hamilton, Canton, Cherry Hill, and South Baltimore.

Produce or possess: Baltimore Neighborhood Indicator Alliance developed the boundaries and map establishing the Community Statistical Areas. All profiles were produced using data from the U.S. Census Bureau.

Frequency of availability: Census data is updated every ten years.

Most recent time period available: 2000

How and where the information is available: This data is available on our website at http://www.mdp.state.md.us/msdc/BNIA/bnia_idx.htm or by calling 410-767-4450.

Contact: Mark Goldstein, 410-767-4454, mgoldstein@mdp.state.md.us

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Agency: Maryland Department of Planning

Description of information: Data from the **2002 American Community Survey** are available on our website. Summary tables are provided for several socio-economic and housing characteristics, such as, Year of Entry of Foreign Born, Poverty Status, Gross Rent, Grandparents as Caregivers, and Educational Attainment. The full data set is also provided on the website. Geographic coverage is for Maryland, Counties of 250,000 or more in population (Anne Arundel, Prince George's, Montgomery…) and the Calvert County test site.

Produce or possess: All tables are produced using data from the U.S. Census Bureau.

Frequency of availability: This data series is produced on an annual basis.

Most recent time period available: 2002

How and where the information is available: This data is available on our website at http://www.mdp.state.md.us/msdc/American_Community_Survey_2002/ACS2002_idx.htm or by calling 410-767-4450.

Contact: Mark Goldstein, 410-767-4454, mgoldstein@mdp.state.md.us

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Agency: Maryland Higher Education Commission

Description of information: Data Book - A one-year statistical snapshot of Maryland postsecondary education, including data about students, degrees, and private career schools.

Produce or possess: Produce

Time period: Annual

Most recent time period available: 2003

How and where the information is available: Paper publication, web site
www.mhec.state.md.us/publications/research/AnnualPublications/2003Databook/2003Databook.pdf

Contact: Michael Keller, (410) 260-4559, mkeller@mhec.state.md.us

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Agency: Maryland Higher Education Commission

Description of information: Trend Book - Statistical data about Maryland postsecondary education, presented for a period of years. Includes data about factors affecting enrollments, enrollments, and degrees awarded.

Produce or possess: Produce

Frequency of availability: Annual

Most recent time period available: March 2003

How and where the information is available: Paper publication, web site
www.mhec.state.md.us/publications/research/AnnualPublications/TrendBook/TRENDBOOK2003.pdf

Contact: Michael Keller, (410) 260-4559, mkeller@mhec.state.md.us

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Agency: Maryland Higher Education Commission

Description of information: Trends in Degrees and Certificates by Program - Trend data about the number of degrees and certificates awarded by academic program at each Maryland college and university. Figures are provided by degree level.

Produce or possess: Produce

Frequency of availability: Annual

Most recent time period available: February 2003

How and where the information is available: Paper publication, web site
www.mhec.state.md.us/publications/research/AnnualReports/TrendsinDegreeandCertificatesbyProgram2003.pdf

Contact: Michael Keller, (410) 260-4559, mkeller@mhec.state.md.us

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Agency: Maryland Higher Education Commission

Description of information: Trends in Enrollment by Program - Trend data about the number of students enrolled by academic program at each Maryland college and university. Figures are provided by degree level.

Produce or possess: Produce

Frequency of availability: Annual

Most recent time period available: April 2003

How and where the information is available: Paper publication, web site
www.mhec.state.md.us/publications/research/AnnualReports/Trends in Enrollment by Program.pdf

Contact: Michael Keller, (410) 260-4559, mkeller@mhec.state.md.us

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Agency: Maryland Higher Education Commission

Description of information: College Performance of New Maryland High School Graduates - An analysis of the relationship between students' academic performance and experiences in high school and how well they did in their first year of college and in terms of longer-term graduation rates.

Produce or possess: Produce

Frequency of availability: Biennial

Most recent time period available: November 2002

How and where the information is available: Paper publication, web site
www.mhec.state.md.us/publications/research/AnnualReports/2002soar.pdf

Contact: Michael Keller, (410) 260-4559, mkeller@mhec.state.md.us

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Agency: Maryland Higher Education Commission

Description of information: Follow-Up Survey of 2001 Bachelor's Degree Recipients - Data tables containing the survey responses, including employment information about graduates. Figures presented by academic program.

Produce or possess: Produce

Frequency of availability: Biennial

Most recent time period available: December 2002

How and where the information is available: Paper publication, web site
www.mhec.state.md.us/publications/research/AnnualReports/StatewideResponsestotheSurveyof2001Bachelor'sDegreeRecipients-MDPublicCollegesandUniversities2002.pdf

Contact: Michael Keller, (410) 260-4559, mkeller@mhec.state.md.us

Agency: Maryland Higher Education Commission

Description of information: Follow-Up Survey of 2000 Community College Graduates - Data tables containing the survey responses, including employment information about graduates. Figures presented by academic program.

Produce or possess: Produce

Frequency of availability: Biennial

Most recent time period available: November 2001

How and where the information is available: Paper publication

Contact: Michael Keller, (410) 260-4559, mkeller@mhec.state.md.us

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Agency: Maryland Higher Education Commission

Description of information: Survey of Employers of 2000 Community College Graduates - Data tables presenting perception of Maryland employers about the preparation and job skills of community college career program graduates.

Produce or possess: Produce

Frequency of availability: Biennial

Most recent time period available: November 2001

How and where the information is available: Paper publication

Contact: Michael Keller, (410) 260-4559, mkeller@mhec.state.md.us

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Agency: Maryland State Department of Education - Division of Career Technology and Adult Learning

Description of information: State approved Adult Education and Family Literacy Programs

List of 34 approved adult education programs by local jurisdiction offered through Local School Systems, Community Colleges and Community Based Organizations.

Produce or possess: Produce

Frequency of availability: Annually

Most recent time period available:

How and where the information is available: Website: www.umbc.edu/alrc

Directions | Circulation Policies

The Center's mission is to collect and disseminate information, resources and data about literacy to adult literacy providers and support groups throughout the state. The Center's lending library contains a collection of materials covering ABE, Computer-Assisted Instruction, Correctional Education, Employability Skills, Family Literacy, GED, Homeless Literacy, Learning Disabled Adults, Life Skills, Math, Pre-GED, Reading, School-to-Work, and Workplace Literacy.

Contact: Patricia Bennett, (410) 767-0168, pbennett@msde.state.md.us

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Agency: Maryland State Department of Education - Correctional Education Program

Description of information: Maryland State Department of Education - Correctional Education Program will be recognized as a national leader in curriculum, instruction, library services, and professional training and conduct. We provide educational opportunities for incarcerated men and women to become independent and productive workers, citizens, and parents by delivering a standardized, multilevel curriculum in academic, occupational skill, library, and life skills for a diverse population.

Produce or possess: Correctional Education summarizes its program data and posts it on the website and on printed documents.

Frequency of availability: Annual

Most recent time period available: June 30, 2003

How and where the information is available:
www.ce.msde.state.md.us - School improvement data
http://www.urban.org/ - Maryland offender workforce outcome data
http://www.ceanational.org/ - Maryland recidivism rates
*Also, see Transition Resource Guide for additional websites with offender workforce outcome data.

Contact: Diana M. Bailey, Workforce Development/Transition Coordinator, 410-767-0531, dbailey@msde.state.md.us
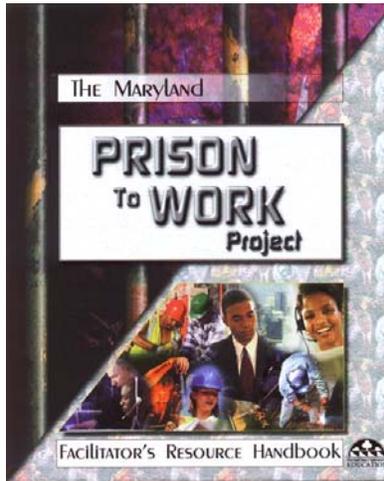
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Agency: Maryland State Department of Education – Division of Rehabilitation Services

Description of information: Comprehensive Assessment of the Vocational Rehabilitation Needs of Maryland Citizens with Severe Disabilities

By federal statute, every three years the state vocational rehabilitation agency must produce a comprehensive report that examines the needs of persons with severe disabilities. The report gives estimates of incidence and prevalence of disability by disability group and area of functional loss. In addition the report provides detailed information about service needs and gaps that prevent persons with disabilities from achieving employment.

Produce or possess: Produce

Frequency of availability: Every three years

Most recent time period available: 2000

How and where the information is available: Paper

Contact: Dr. Kunirm Osia, (410) 554-9438, kosia@dors.state.md.us

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Agency: Maryland State Department of Education – Division of Rehabilitation Services

Description of information: Division of Rehabilitation Services Annual Report

The report provides data and statistics from the Division of Rehabilitation Services regarding the number of persons with disabilities served, the types of services provided, the employment outcomes achieved. In addition, best practices in disability and rehabilitation services are identified.

Produce or possess: Produce

Frequency of availability: Annually

Most recent time period available: 2002

How and where the information is available: Paper

Contact: Ms. Kathi Long, (410) 554-9435, klong@dors.state.md.us

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Agency: Maryland Transit Administration

Description of information: Job Access and Reverse Commute Transportation Plan. Consolidated statewide plan (of six regional plans) examines the locations of low-income residents, employment centers and employment-related activities; identifies existing transportation providers and the transportation gaps between geographic distributions of low-income residents and employment centers; and proposes specific projects to meet the identified gaps.

Produce or possess: Produce

Frequency of availability: As needed to apply for federal funds through the Job Access and Reverse Commute Program

Most recent time period available: July 2002

How and where the information is available: Paper report

Contact: Dan Dalton, 410-767-3777, ddalton@mdot.state.md.us

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Agency: Maryland Transit Administration

Description of information: Guide to Statewide Transit Services. Provides information on transit services and providers across the State.

Produce or possess: Produce

Frequency of availability: Next issue scheduled for FY04.

Most recent time period available: FY01

How and where the information is available: Paper report

Contact: Nancy Noonan, 410-767-3772, nnoonan@mdot.state.md.us

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Agency: Maryland Transit Administration

Description of information: Maryland Comprehensive Transit Plan. Identifies services, projects, programs and other improvements to transit services across the State.

Produce or possess: Produce

Frequency of availability: N/A

Most recent time period available: June 2001

How and where the information is available: Paper report

Contact: Harvey Zelefsky, 410-767-3781, hzelefsky@mdot.state.md.us

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Agency: Maryland Transit Administration

Description of information: Transit Development Plans. Required by the MTA from local transit providers. Identifies transit needs, explores alternatives for improving services, and recommends five year plan.

Produce or possess: Possess

Frequency of availability: Each system must complete every five years.

Most recent time period available: Varies based on transit system.

How and where the information is available: Paper report

Contact: Lenny Howard, 410-767-0029, lhoward@mdot.state.md.us

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Agency: Maryland Transit Administration

Description of information: Baltimore Region Transit Plan. Recommended transit system plan for the Baltimore area.

Produce or possess: Produce

Frequency of availability: Report for ongoing project

Most recent time period available: August 2002

How and where the information is available: www.baltimoreregiontransitplan.com/

Contact: Tony Brown, 410-767-3597, abrown4@mdot.state.md.us

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Agency: Maryland Transit Administration

Description of information: Maryland Transportation Coordination Manual. How-to manual to help communities share resources to reduce service duplication and improve and or expand transportation services.

Produce or possess: Possess

Frequency of availability: N/A

Most recent time period available: January 1998 (information remains relevant)

How and where the information is available: Paper report

Contact: Dan Dalton, 410-767-3777, ddalton@mdot.state.md.us

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Agency: Maryland Transit Administration

Description of information: Community Transportation Association of America's "Linking People to the Workplace". Toolkit to help workforce development agencies understand and respond to transportation challenges and to help establish partnerships with transportation providers.

Produce or possess: Possess

Frequency of availability: One-time

Most recent time period available: January 2001

How and where the information is available: Paper report, www.ctaa.org/ntrc/atj/toolkit/index.asp, disk

Contact: Dan Dalton, 410-767-3777, ddalton@mdot.state.md.us