**SAMPLE EMPLOYMENT IMPROVEMENT TRACKING GRID**

(To be completed at baseline/when clients enter the program, then periodically as his/her employment situation evolves over time, and then, finally, as client exits the program)

Client’s Name/ID:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- | --- | --- | --- | --- | --- |
| **Today’s Date** | **Current Employment Status** | **Average No. of Hours Per Week** | **Average Hourly Wage** | **Average Monthly Earned Income** | **Benefits Provided?** |
| At program entry: | -Full-time permanent  -Part-time permanent  -Full-time temporary  -Part-time temporary  -Temporary; hours vary  -Internship  -Subsidized employment program  -Other |  |  |  | Yes/No; If yes, types of benefits |
| First update: |  |  |  |  |  |
| Second update: |  |  |  |  |  |
| Third update: |  |  |  |  |  |
| Final: |  |  |  |  |  |