**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:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **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: |  |  |  |  |  |