Survey Research Operations

Monthly Project Report

Sponsored Projects

January 2017

Sponsored Projects

(ABCD) Adolescent Brain Cognitive Development
(A-STARRS LS) Army Study to Assess Risk and Resilience in Servicemembers-Longitudinal Study
(CogUSA Saliva) CogUSA Tablet and Saliva Collection
(DMACS) Detroit Metropolitan Area Survey
(HCAP 2016) Harmonized Cognitive Assessment Protocol
(HRS 2016) Health and Retirement Study
(HCDC, H&C) Housing & Children
(MTTS) Mathematics Teachers & Teaching Study
(MTF-WPSP Year 2/MTF Illume Web 2016) Monitoring the Future Web Programming and Survey Pilot
(MTF Tablet Pilot) MTF Base Year Tablet Pilot
(NSFG 2010-2020) National Survey of Family Growth
(AHRB) Neurodevelopmental Pathways in Adolescent Health Risk Behavior
(YRS) Optimizing Youth Suicide Risk Screening and Triage In the Emergency Department
(PSID-WB) PSID Wellbeing
(SN&WB) Social Networks and Well Being
(SWEL) Stress and Wellbeing in Everyday Life
(SCA 2017) Surveys of Consumer Attitudes

Project Name	Adolescent Brain Cognitive Development (ABCD)
Project Mode	Primary: Mixed Secondary: Mixed Total of Modes: 2
Project Type	Sponsored Projects **Project Status** Current
Budget	***Direct Budget:*** 277,805.00 ***InDirect Budget:*** 0.00 ***Total Budget:*** 430,596.00
Principal Investigator/Client	Mary Heitzeg (UM Dept of Psychiatry)
Funding Agency	NIH
IRB	***HUM#:*** HUM00106316 ***Period Of Approval:*** 9/10/2015-1/7/2017

Project Team

Project Lead:	Karin Schneider
Budget Analyst:	Janelle P Cramer
Production Manager:	_UnAssigned
Senior Project Advisor:	Stephanie A Chardoul
Production Manager:	_UnAssigned
Production Manager:	_UnAssigned

Proposal #: no data

Description:

ABCD is a longitudinal study of about 10,000 children from ages 9-10 through early adulthood to assess factors that influence individual brain development trajectories and functional outcomes. UM Dept of Psychiatry is one of 19 research sites across the country.

Sampling statisticians from our Stat and Methods Unit identified all public and private schools with children aged 9-10 within the geographic catchment area for each site. This activity was under a separate contract and the initial selection of four replicates has been distributed to all research sites. SRO received an electronic data file listing all selected schools in the UM catchment area.

SRO will target the recruitment of 54 schools from Michigan, who will consent to distribute recruitment letters to parents for participation in the ABCD study. Respondent contact information will be returned directly to the Michigan research team for additional activities, including screening for eligibility. (Parents return cards with their contact information directly to the PI's staff.)

SRO Project Period	05/2016 - 03/2018
Data Col Period	05/2016 - 02/2018
Security Plan	NA

Milestone Dates

PreProduction Start:	05/15/2016	***Pretest Start:***	
Pretest End:		***Recruitment Start:***	05/20/2016
Staffing Completed:	05/20/2016	***GIT Start:***	
SS Train Start:		***SS Train End:***	
DC Start:	05/20/2016	***DC End:***	02/28/2018

Other Project Team Members:	
Other Project Names:	Adolescent Brain Cognitive Development
Sample Mgmt Sys	NA
Data Col Tool	NA
Hardware	NA
DE Software	NA
QC Recording Tool	NA
Incentive	NA
Administration	NA
Payment Type	NA
Payment Method	NA

Report Period	Jan, 2017 (ABCD) **Project Phase** Implementing
Risk Level	*On Track*
Monthly Update	While we have a school-level response rate that is quite positive, 54% -- with 51 schools recruited (94% of our goal), the individual-level response is not on target: We are at a 2% response rate (the number of completed/scheduled

clinic visits given 4860 parent packets that have been distributed).

The SRO outreach team continues to ask participating schools to communicate information about the study after distributing parent information packets (via social media, electronic parent communications, etc.) and all our schools have agreed to do so. We expect this will supplement response to the clinic, but project that additional schools beyond the original goal (54 schools) will have to be recruited.

Special Issues

We have only used about 17% of total labor hours, so we feel the budget is adequate even with recruiting additional schools.

Cost
Jan 10, 2017

Total Cost to Date (Direct + Indirect):	88,524.00
Estimated Cost at Completion (E$AC):	430,596.00
Total Budget:	430,596.00
Variance (Budget minus E$AC):	0.00
Reason For Variance:	

Projections
Jan 10, 2017

Dollars Projected For Month:	0.00
Actual Dollars Used:	0.00
Variance (Projected minus Actual):	0.00
Reason For Variance:	

Measures

	Units Complete	RR	HPI
Current Goal:	54		
Goal at Completion:	54		
Current actual:	51		
Estimate at Complete:			
Variance:			

Other Measures

Project Name	Army Study to Assess Risk and Resilience in Servicemembers-Longitudinal Study (A-STARRS LS)
Project Mode	Primary: Web Secondary: Telephone Total of Modes: 3
Project Type	Sponsored Projects **Project Status** Current
Budget	**Direct Budget:** 8,218,215.00 **InDirect Budget:** 4,520,018.00 **Total Budget:** 12,738,233.00

Principal Investigator/Client	James Wagner (University of Michigan) Robert Ursano (Uniformed Services University of the Health Scienc) Murray Stein (University of California San Diego)
Funding Agency	Department of Defense
IRB	**HUM#:** HUM00099203 **Period Of Approval:** 2/18/2016-2/17/2017

Project Team

Project Lead:	Nancy J Gebler
Budget Analyst:	William Lokers
Production Manager:	Ruth B Philippou
Senior Project Advisor:	Mary P Maher
Production Manager:	Meredith A House
Production Manager:	Margaret Lee Hudson

Proposal #:   no data

Description: This project is a continuation of the Army STARRS study (Army Study to Assess Risk and Resilience in Servicemembers). For STARRS LS, we will attempt to reinterview all respondents form the All Army Study (AAS), New Soldier Study (NSS) and Pre-Post Deployment Study (PPDS) samples using a web-phone multi mode study. Each of the approximately 70,000 eligible respondents will be invited to participate once every two years. In addition to reinterviewing the AAS, NSS and PPDS samples; STARRS LS will continue to maintain and support the Research Data Enclave, allowing members of the research team and collaborators to analyze primary Army STARRS data as well as de-identified historical administrative data received from the Army and Department of Defense (DoD). Additionally, STARRS LS will continue to receive and link de-identified administrative data to the survey data (from the original Army STARRS data collection as well as STARRS LS surveys). These data will also be made available in the Research Data Enclave.

SRO Project Period	02/2015 - 11/2019
Data Col Period	10/2015 - 11/2019
Security Plan	NA
Milestone Dates	

PreProduction Start:	02/01/2015	**Pretest Start:**	10/14/2015
Pretest End:	03/31/2016	**Recruitment Start:**	
Staffing Completed:		**GIT Start:**	
SS Train Start:		**SS Train End:**	
DC Start:	09/12/2016	**DC End:**	09/30/2019

Other Project Team Members:	Andrew Hupp, Heather Schroeder, Leah Roberts, Ryan Yoder, Andrew Piskowrowski, Lisa Lewandowski-Romps, Lamont Manley, Emily Blaczyk, Genise Pattulo, Ken Hozak, Derek Dubuque, Keith Liebetreu
Other Project Names:	
Sample Mgmt Sys	MSMS
Data Col Tool	Blaise 5
Hardware	Desktop
DE Software	N/A
QC Recording Tool	Live monitoring
Incentive	Yes, R
Administration	SRO Group
Payment Type	Check, post ($50-$100); Cash, prepaid ($2 (or Challenge coin)); Other (Army STARRS challenge coin (provide
Payment Method	Check through other system (MSMS); Imprest Cash Fund from ISR Business Office (MSMS); Other (Army STA

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Report Period	Jan, 2017 (A-STARRS LS) **Project Phase** Implementing
Risk Level	*Some Concerns*
Monthly Update	Activities for January 2017: Project Management and Planning: • We continued production data collection through the month. We are sending production updates to the PIs twice weekly, and report on production progress each week on the call with the Army/ODUSA. • Work with the ODUSA on safety plan and address lookup activities continues to go smoothly. We were notified

that the ODUSA will not be approved for sending Social Security Number to Accurint to obtain current home contact information.
• We continue to work with Harvard University to review results from the first four months of data collection and update the cost and response rate assumptions used in the current contact protocol.
• We submitted additional information for the Year 3 budget, in anticipation of receiving a funding award for Year 3 (which began December 1).
• There was quite a bit of IRB activity this month. We met with the IRB board to discuss two protocol deviations from November involving technical system errors involving the safety plan, and reported a protocol deviation in response to an inconsistency with the safety plan algorithm that was discovered this month. In addition, we submitted the annual continuing renewal and a modification which included updates to the instruments and the safety plan algorithm.

Enclave and User Support:
• Members of the Enclave IT team continued to work on the remaining list of outstanding items on the security checklist. We will be disabling access for users that have not logged onto the Enclave in the past 90 days. This is an Army requirement from our security audit.
• Background check and Flux user access requests have been processed throughout the month.
• Annual training renewal updates were tracked, and reminders were sent to the small number of individuals who have not yet completed the required training.
• The enclave team continues to answer user questions and process data transfer requests as needed; and continues to receive, track and process requests for new software and license renewals as needed.
• We continue to support the analysis teams using the Army STARRS data.
• We worked with Harvard and AAG to troubleshoot problems with the hard drive containing administrative data files sent to AAG in November. We are sending the files in another hard drive, as they are too large to transfer through the secure internet transfer systems.
• We are planning to load the first batch of STARRS-LS survey data into the Enclave in February 2017.
• We continued preparing for the webinar on the use of the STARRS public use data scheduled for February 9, 2017. A test session is scheduled for February 2.

Data Collection Progress and Plans:
• As of January 26, the production statistics are as follows:
o Replicates released: 1-9, with a total of 16,884 sample lines
o Completed Web main interviews: 3,109
o Completed CATI main interviews: 521
o Completed End Game interviews: 23 (19 Web, 4 IVR)
• Table 1 below provides the current release timeline for sample replicates 6-10.

Table 1: Timelines for Sample Replicates 6-10

	Repl. 6	Repl. 7	Repl. 8	Repl. 9	Repl. 10
Phase 1 (letter, coin)	11/21-11/27	12/5 - 12/11	1/9 - 1/15	1/23 - 1/29	2/6 - 2/12
Phase 2 (email, text)	11/28-12/13	12/12 - 1/3	1/16 - 1/31	1/30 - 2/14	2/13 – 2/28
Phase 3 ($50, telephone calls)	12/14-1/6	1/4 - 1/27	2/1 - 2/17	2/15 - 3/3	3/1 – 3/17
Phase 4 ($100, letters, phone calls)	1/7-1/17	1/28 - 2/7	2/18 – 2/28	3/4 - 3/14	3/18 – 3/28

• Starting with Replicate #4, we are subselecting a random 50% of the remaining active cases at the end of Phase 2. Those cases will be closed out with no further contact. The other half of the sample will be followed up in Phases 3 and 4. This is being done to keep our data collection costs within budget.
• We provided Harvard with updated cost and response rate information, and expect to implement additional changes to the contact protocol we have the complete results from Replicate 7 in February.
• We are planning to train new interviewers in April to replace those who have left the project.
• Tables 2 and 3 below show response rate by phase as of January 26. Table 1 provides final results for sample replicates #1-5, which are complete and include the first set of design experiments. Table 2 provides results for sample replicates #6-9, which include the second (Phase 4) design experiment.

Table 2: Response Rate by Replicate and Phase, as of 26 January 2017: Replicates 1-5*

	Goals	Rep 1	Rep 2	Rep 3	Rep 4	Rep 5
Replicate Launch Date		12-Sep	26-Sep	10-Oct	24-Oct	7-Nov
Sample Size		1,006	1,000	1,000	2,313	2,313
Total Interviews		396	342	334	568	597
Cumulative Wtd Resp Rate		44.8%	39.2%	33.4%	33.7%	35.9%
Phase 1 (letter, coin)	2%	2.9%	2.6%	1.7%	2.0%	1.6%
Phase 2 (email, text msg)	12%	13.8%	12.6%	13.3%	13.8%	16.2%
Phase 3a ($100, no calls)	15%	11.6%	13.2%	12.7%	5.2%	6.2%
Phase 3b ($50, calls)	15%	16.2%	15.2%	13.6%	6.8%	6.6%
Phase 3c ($100, calls)	25%	23.5%	17.1%	18.9%	11.0%	10.9%

Phase 4a ($100, calls)	15%	18.9%	13.1%	14.6%	11.7%	11.3%
Phase 4b ($100, no calls)	15%	9.5%	7.0%	5.6%	6.3%	8.2%
Phase 4c ($100, no calls)	0%	2.7%	2.6%	3.5%	3.7%	4.8%
Phase 5	15%	10.7%	7.9%	Phase 5 discontinued		

*Replicates 1-5 are complete. Phase response rates are conditional (% completes of cases in that phase)

Table 3: Response Rate by Replicate and Phase as of 26 January 2017: Replicates 6-9*

	Rep 6*	Rep 7	Rep 8	Rep 9
Replicate Launch Date	21-Nov	5-Dec	9-Jan	23-Jan
Sample Size	2,313	2,313	2,313	2,313
Total Interviews	660	484	322	1
Cumulative Wtd Resp Rate	31.3%	27.7%	13.9%	0.0%
Phase 1 (letter, coin)	1.6%	0.9%	2.4%	0.0%
Phase 2 (email, text msg)	15.0%	13.7%	11.8%	
Phase 3 ($50, calls)	6.7%	7.5%		
Phase 4a ($100 letter, calls)	12.1%			
Phase 4a ($100 no letter, calls)	13.5%			
Phase 4b ($100, letter, no calls)	7.0%			
Phase 4c ($100, no letter, no calls)	5.4%			

*Replicate 6 is complete.

Notes:
- Phase response rates are conditional (% completes of cases in that phase)
- Blank = phase has not started for that replicate.

- We continue to coordinate safety plan follow-ups with the Army and the Michigan clinicians. Table 4 below provides safety plan counts and rates as of 26 January.

Table 4: Safety Plan Checks as of 26 January

	# Started Interview (N)	# of Completed Interviews	Safety Plan Checks	% of starts
Michigan Clinicians	1,418	1,338	231	16.3%
Army Chaplains	2,477	2,300	163	6.6%
End Game IVR	5	4	1	20.0%
Total Sample	3,900	3,642	395	10.1%

Cost Report:

Our estimate of current costs, and a preliminary cost-to-complete projection by task and project year is shown in Table 5 below. We spent a total of $304,253 in December 2016 on data collection, production support, project management, data management and reporting, and enclave support. We are currently projecting a deficit of $439,685 for the total project (3.5% of the total budget), decreasing our projected total cost by $113,503 from last month's report. The decrease is due to a few adjustments in cost projections for project management and sample management system support, and fewer hours being worked than projected in December. We will continue to evaluate the results of the sample releases currently being worked and will work with Harvard to refine our sample design and contact protocols to bring our total costs for the five-year project period within the total available budget. Our technical systems are stabilizing, which is helping to address the projected cost overrun in the pre-post production category. We continue to work on costs in all categories to bring our total cost projections within the budgeted amount.

Our cost estimates for Wave 2 (the second interview, to be conducted in Years 4-5 of this project) are still very preliminary. We will be working with Harvard to specify on the timeline, scope and data collection design for Wave 2 in the coming months. As decisions are made, we will update our cost projections accordingly.

Table 5: STARRS LS Cost Report for December 2016

		Pre & Post Production*	Data Collection**	Project Management	Enclave and User Support	Grand Total
Year 1	Budget	$570,566	$55,702	$247,428	$245,622	$1,119,318
	Actual Year 1 Costs	$503,866	$18,789	$295,639	$223,616	$1,041,910
	Variance	$66,700	$36,913	($48,211)	$22,006	$77,408
Year 2	Budget	$574,123	$1,976,966	$462,928	$618,848	$3,632,865
	Actual Year 2 Costs	$930,775	$515,665	$436,499	$469,847	$2,352,786
	Variance	($356,652)	$1,461,301	$26,429	$149,001	$1,280,079
Year 3	Budget	$400,008	$1,981,395	$476,249	$603,408	$3,461,060
	Actual Costs for Dec 2016	$58,684	$184,900	$32,300	$28,370	$304,253
	Projected Costs Jan-Nov 17	$485,675	$2,404,080	$436,147	$571,554	$3,897,456
	Total Year 3 Cost	$544,359	$2,588,980	$468,447	$599,924	$4,201,709
	Variance	($144,351)	($607,585)	$7,802	$3,484	($740,649)
Year 4	Budget	$280,594	$1,055,329	$410,278	$654,463	$2,400,664

Year 4 Projected Total Cost	$347,320	$1,499,475	$427,671	$663,575	$2,938,041
Variance	($66,726)	($444,146)	($17,393)	($9,112)	($537,377)

Year 5   Budget $263,619 $805,264 $418,806 $636,637 $2,124,326

Year 5 Projected Total Cost	$330,628	$1,239,664	$436,865	$636,313	$2,643,470
Variance	($67,009)	($434,400)	($18,059)	$324	($519,144)

Total Budget $2,088,910 $5,874,656 $2,015,689 $2,758,978 $12,738,233
Total Projected Cost at Completion $2,656,949 $5,862,574 $2,065,121 $2,593,275 $13,177,918
Total Variance   ($568,039) $12,082   ($49,432) $165,703   ($439,685)
*Includes costs for the pilot, totaling $134,000.
**Data Collection costs for Wave 1 are primarily in Years 1-3; and Wave 2 are Years 4-5.

Special Issues

Areas of Risk, Mitigation Strategies:
We continue to track several areas of risk, and develop mitigation strategies.
• Respondent participation.
o We continue to track our estimates of response rates for each phase of the contact protocol.
o We worked with Harvard to evaluate the Phase 3-4 experiments and added new Phase 4 experiments. We anticipate an additional adjustment in February after Replicate 7 is complete.
o We will work with Harvard to identify an effective Phase 5 (end game) protocol.
o We will continue to work with the Survey Research Center to evaluate and consider other options for text messages that are compliant with TCPA regulations.
• Locating respondents.
o We were informed that the request for approval for the ODUSA contractors to submit Social Security Number (SSN) to Accurint for batch locating is not approved. This increases the urgency and importance of getting personal contact information from the DEERS system. The Michigan will continue to submit the sample to Accurint, to get as much contact information as possible without the use of SSN.
o Approval to receive batch address updates from DEERS has been requested, and a Memo of Understanding is being prepared by the ODUSA. In the meantime, we are submitting sample lists to the ODUSA for manual look-ups prior to the release of each sample replicate.
o We also are asking respondents for their consent to use SSN for locating in the STARRS-LS instrument. We are experiencing a high consent rate, which will help us obtain good address updates in future waves of data collection for consenting participants (but it does not help us with locating those who do not participate in STARRS-LS).
o We are working on additional analysis to evaluate the quality of the contact information received from various sources.
• New technical systems.
o The new technical systems have been working well overall. Some of the processes require more manual inputs and data manager time than anticipated, and we are working with our developers to identify and implement system upgrades to help improve our efficiency as quickly as possible.
• Costs/Financing
o We have updated our cost projections with the assumption that the current design (subselecting at 50% for Phase 3, making telephone calls to all Phase 3 cases; no further subselection at Phase 4 and making telephone calls to 50% Phase 4 sample) will be used for the remainder of Wave 1 data collection. This has increased our projected data collection costs. We will work with Harvard to adjust the contact protocol as needed to ensure that we stay within budget. Cost projections will be updated as we continue to adjust the study design and scope.
o The scope for Wave 2 data collection has not been finalized. We have a place holder for Wave 2 costs and will need to re-evaluate those assumptions as we finalize the scope and cost estimates for the remainder of Wave 1 data collection.
o Our pre-post data collection costs have increased slightly, due to the complexity of the data collection design with multiple phases; the data management and project manager time spent moving files back and forth between ODUSA, Accurint and Michigan to update the contact information; as well as time spent preparing and transferring files to and from our recorded message and IVR vendor. In addition, we had a fairly steep learning curve as our technical systems were under development for the first several months of data collection.   As the systems become more stable, we are making progress on increasing efficiency and reducing project management and data management costs.
o Year 3 of our award began December 1. As of January 26, we have not received the Year 3 award from Henry M. Jackson Foundation. We are continuing to work, with the understanding that we can use the approximately $1.2 Million unused funds from the Year 2 award to cover our current Year 3 expenses.

Cost
Jan 11, 2017

Total Cost to Date (Direct + Indirect):	3,698,949.00
Estimated Cost at Completion (E$AC):	13,177,918.00
Total Budget:	12,738,233.00
Variance (Budget minus E$AC):	-439,685.00
Reason For Variance:	We adjusted the data collection scope assumptions to reflect our current contact protocol for Wave 1 and current staffing needs for data management, reporting, and MSMS. While MSMS is starting to stabilize, we are still working with slow response times and continue to prioritize our requests for features and utilities that would make the system easier and less costly to use. We continue to adjust our projections on a monthly basis, and will keep our variance at or near zero by the time the project ends.

Projections
Jan 11, 2017

Dollars Projected For Month:	399,120.00
Actual Dollars Used:	304,253.00
Variance (Projected minus Actual):	94,866.00
Reason For Variance:	In December a few individuals charged fewer hours than projected. We also had substantial under-runs in postage due to the delay of one of the mailings, and respondent payments due to lower than anticipated production.

Measures

	Units Complete	RR	HPI
Current Goal:			
Goal at Completion:			
Current actual:			
Estimate at Complete:			
Variance:			

Other Measures

For this project, we have response rate and interview count goals for each of the five phases in our contact protocol. The sample is released in replicates and we are tracking results by phase and replicate. Tracking information is included in the Monthly updates panel above.

Project Name	CogUSA Tablet and Saliva Collection (CogUSA Saliva)
Project Mode	Primary: Mail Secondary: Telephone Total of Modes: 2
Project Type	Sponsored Projects **Project Status** Current

Budget	**Direct Budget:**	171,995.00	**InDirect Budget:** 266,593.00	**Total Budget:**	266,593.00

Principal Investigator/Client
Jack McArdle (USC)
Brooke Helppie (UM/SRC)

Funding Agency   National Institute of Aging (NIA)

IRB   **HUM#:**   HUM00001406   **Period Of Approval:**

Project Team
Project Lead:	Joseph Matthew Matuzak
Budget Analyst:	Dean E Stevens
Production Manager:	Joseph Matthew Matuzak
Senior Project Advisor:	Kirsten Haakan Alcser
Production Manager:	
Production Manager:	

Proposal #:   no data

Description: The purpose of this study is to follow up with approximately 700 respondents from the last data collection wave of CogUSA. SRO will mail an advance letter, a pre-assembled tablet and saliva packets, and a reminder card to all respondents. Additionally, SRO will make an average of 4 follow-up calls to all respondents to schedule a delivery time and UPS pickup time and 3 telephone attempts to non-responders to remind them to return the tablets and saliva kits. SRO will log in returned saliva kits for storage at a local laboratory and return tablets to the PI at the conclusion of the study. We have budgeted for approximately 455 respondents to return their saliva samples and provide responses on the tablets.

This budget assumes an overall SRO involvement period of 5 months commencing in November 2015 with the data collection taking place during a 2-month period, beginning January 2016.

SRO Project Period   11/2015 - 04/2016
Data Col Period   01/2016 - 04/2016
Security Plan   NA
Milestone Dates

PreProduction Start:	11/01/2015	**Pretest Start:**	
Pretest End:		**Recruitment Start:**	
Staffing Completed:		**GIT Start:**	
SS Train Start:		**SS Train End:**	
DC Start:	01/25/2016	**DC End:**	08/30/2016

Other Project Team Members: Hueichun Peng, Shaowei Sun, Dave Dybicki, Minako Edgar, Emily Blasyck, David Bolt

Other Project Names:

Sample Mgmt Sys	Project specific system (CMS)
Data Col Tool	Other (USC program on tablet computer)
Hardware	Tablet
DE Software	Other (CMS)
QC Recording Tool	N/A
Incentive	Yes, R
Administration	SRO Group
Payment Type	Check, post ($40); Cash, prepaid ($2)
Payment Method	Check through STrak RPay System; Imprest Cash Fund from ISR Business Office

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Report Period	Jan, 2017 (CogUSA Saliva)	**Project Phase**	Closing

Risk Level   *On Track*

Monthly Update   Tablets were shipped back to the PIs and data was handed over. One data entry error was identified while preparing the saliva samples for storage, resulting in an additional respondent payment. Saliva samples were moved to the lab for processing, and final reports were completed.

Special Issues

Cost
Dec 07, 2016

Total Cost to Date (Direct + Indirect):	248,843.02
Estimated Cost at Completion (E$AC):	248,843.02
Total Budget:	266,593.00
Variance (Budget minus E$AC):	17,749.98
Reason For Variance:	Shipping costs ended up being significantly lower than projected, and the difference on this pretty much matches the expected under-run. There will be a small amount of trailing costs for finalizing the project and shipping for returning the tablets.

Projections
Dec 07, 2016

Dollars Projected For Month:	0.00
Actual Dollars Used:	0.00
Variance (Projected minus Actual):	0.00
Reason For Variance:	

Measures

	Units Complete	RR	HPI
Current Goal:	400		
Goal at Completion:	400		
Current actual:	432		
Estimate at Complete:	432		
Variance:	32		

Other Measures

Project Name	Detroit Metropolitan Area Survey (DMACS)
Project Mode	Primary: Mixed
Project Type	Sponsored Projects

Project Status	Current

Budget	**Direct Budget:** 233,426.00	**InDirect Budget:** 23,343.00	**Total Budget:** 256,769.00

Principal Investigator/Client
Jeff Morenoff (Population Studies)
Elisabeth Gerber

Funding Agency
Kresge Foundation

IRB **HUM#:** 00112364 **Period Of Approval:** 2/25/2017

Project Team
Project Lead:	Joseph Matthew Matuzak
Budget Analyst:	Dean E Stevens
Production Manager:	Bridgitte Wyche McGee
Senior Project Advisor:	Kirsten Haakan Alcser
Production Manager:	Joseph Matthew Matuzak
Production Manager:	Bridgitte Wyche McGee

Proposal #: no data

Description:
The Detroit Metropolitan Area Communities Study (DMACS) seeks to provide an information and innovation platform for conducting research and supporting evidence-based decisions about community investments and public policy. DMACS will be built around a representative web-based panel survey of adult residents of the four-county Metro Detroit region of Southeast Michigan, including Macomb, Oakland, Washtenaw and Wayne Counties, and the City of Detroit. Panel members are to be drawn from diverse communities and will reflect the region's full range of population characteristics, including respondents from traditionally underserved and/or underrepresented groups such as: people with low incomes, education or literacy; those with physical or cognitive disabilities; recent migrants; the elderly; and young adults. When fully implemented, the survey sample will include approximately 2,000 adult residents, selected and recruited based on best scientific practices (ie a probability sample), including representative subsamples of approximately 1,000 Detroit residents and 1,000 adults living throughout the metropolitan area. It is envisioned that panel members will complete a 15-20 minute web-based survey each quarter (i.e., four per year) plus additional short surveys as situations and opportunities arise. The core content on the quarterly DMACS surveys will include questions that ask citizens to prioritize the needs of their community and aspects they would most like to see change (e.g., with regard to crime, business development, jobs, education, housing, transportation, health care, and the environment). It will also monitor trends in citizens' views of changes to their community and the wider region, which groups are benefitting (or being hurt) the most from those changes, views on inequality and its sources and consequences, and the degree of civic engagement in local communities. This core content will provide a clear, nuanced and unprecedented portrait of the people and communities that make up our changing region.

DMACS will also provide the infrastructure to allow shorter surveys on specific questions as they arise, as well as to investigate in greater depth specific issues that affect a particular neighborhood, municipality or portion of the region. In the case of short topical surveys, the web-based survey platform, coupled with a pre-existing panel of survey respondents, means that the study team can put surveys in the field almost immediately, without each time incurring the financial and time-related costs of recruiting and training a whole new sample, training interviewers, and collecting background information on respondents; this work is completed when the panel is initiated. In the case of community deep-dives, we can recruit an "oversample" of participants from a specific geographic area into the panel and use the web platform to administer specialized questionnaires. DMACS also plans to identify audio-visual materials, such as maps, video clips and other items, to gather information. In all cases, DMACS' design will allow the study team to merge detailed information about the survey respondent's local social, economic, physical and political context.

SRO Project Period	04/2016 - 02/2017
Data Col Period	07/2016 - 03/2017
Security Plan	NA

Milestone Dates

PreProduction Start:	04/01/2016	**Pretest Start:**	
Pretest End:		**Recruitment Start:**	07/01/2016
Staffing Completed:		**GIT Start:**	
SS Train Start:	10/17/2016	**SS Train End:**	
DC Start:	10/03/2016	**DC End:**	

Other Project Team Members:
Joe Matuzak - Project Manager; Dan Zahs - Sampling; Sue Hodge - SSA; Kirsten Alcser - SPA; Paul Schultz - programmer; Brad Goodwin - data manager; J. Smith - Surveytrak programmer.

Other Project Names:	
Sample Mgmt Sys	SurveyTrak; Illume
Data Col Tool	Illume; SAQ
Hardware	Laptop; [UM cell] Phone; Paper and Pencil
DE Software	Illume
QC Recording Tool	N/A
Incentive	Yes, R
Administration	SRO Group
Payment Type	Check, post ($20 or $10); Cash, prepaid ($2)
Payment Method	Check through STrak RPay System; Check through other system (Export from Illume); Imprest Cash Fund from

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Report Period	Jan, 2017 (DMACS)	**Project Phase**	Implementing

Risk Level *Some Concerns*

Monthly Update   During January 2017, SRO activities included the following:

Task 1: Management, Budget and Work Plan
• Adjusted data collection plan, monthly projections and cost estimates.
• Worked on Wave 2 questionnaire edits and material revisions for IRB submission.

Task 2: Sampling

Task 3: Questionnaire Development
• Drafting of Wave 2 support materials continued.
• Additional question for PAPI users defined
• Spanish translation of Wave 2 completed

Task 4: CAI Programming
• Iterative revisions of Wave 2 Illume questionnaire done.
• Testing of Wave 2 Illume completed.

Task 5: Systems Programming
• Wave 2 preload variables defined

Tasks 6, 7: Interviewer Recruitment & Hiring, Training
• Weekly Interviewer meetings conducted
• Interviewer debriefing with PIs conducted

Task 8: Main Data Collection
• Wave 1 web data collection continued
• Wave 1 subsampling FTF activities completed
• Respondent Incentive payments processed on a weekly basis.
• Ongoing tracking of missing respondent payment information.
• Data entry of returned PAPIs continued
• Data collection continued with good results: 324 completed web surveys, and 361 PAPI interviews completed by end of month, which puts us at 96% of goal. All PAPI data entered.

Task 9: Post Collection Processing
Task 10: Weighting
Task 11: Final Data Deliverables

Cost information: Kresge Foundation funding

Total survey funding awarded:	$	256,770
Total Expended as of 1/11/2017	$	155,161
Expected cost at complete	$	267,359
Expected Variance:	$	(10,590)

Cost explanation: The cost estimate reflects survey funding awarded to Michigan (SRO) for data collection activities, current expenditures, and estimated expenses to the end of the award.

The cost estimate projects an overrun, principally due to inadvertent under-budgeting of interviewer hours and other expenses at the proposal stage. SRO and SRC reviewed and approved an estimated overrun up to $17,000. The

currently projected overrun is running lower ($10,590), but we will likely have some additional management costs since we are running behind. We will continue to monitor costs carefully and work with the PIs to keep total costs within the awarded funds plus the SRC approved costs.

Special Issues

Areas of Concern:

• Budget/Expenses – The data collection budget continues to be challenging. Most line items are budgeted at the minimum possible amount. Further changes in schedule or design are likely to negatively impact the projected expenses.

• This is considered to be a feasibility study. The design of the study is intended to determine if the proposed sampling and contact plan is a feasible way of developing a web survey panel, but there may be unexpected variances. For example, at this point PAPI response is outpacing web response, which changes the effort and cost levels. Response rates expectations may be optimistic for the sampling/contact plan and schedule. Because it is a feasibility study, protocol prescriptions (and budgeted costs) may negatively affect the overall (traditional) response rate for the study.

• The project continues to run behind schedule, primarily due to extended discussions around the final questionnaire versions. The errors discovered in the Wave 1 PAPI have added to the delay in finalizing the Wave 2 instruments, as we worked through the best options for collecting the missing data from Wave 1 – by adding the Wave 1 questions to the Wave 2 questionnaire. Working to revise and finalize the Wave 2 questionnaire continued through the month, to allow for thorough testing and launch. With the delay in launch of Wave 2 data collection, we will likely end up extending data collection at least through the end of March.

• Budgeted estimates for interviewer travel costs were high and we anticipate that unspent funds for travel may help offset additional management and programming costs associated with extending the timeline.

Cost
Jan 11, 2017

Total Cost to Date (Direct + Indirect):	155,161.34
Estimated Cost at Completion (E$AC):	267,359.02
Total Budget:	256,769.00
Variance (Budget minus E$AC):	-10,590.02
Reason For Variance:	The cost estimate projects an overrun, due to inadvertent under-budgeting of interviewer hours and other expenses. This overrun has been reviewed by SRC, and will continue to be carefully monitored as the project progresses. The expected overrun was estimated to be $17,000.

Projections
Jan 11, 2017

Dollars Projected For Month:	0.00
Actual Dollars Used:	0.00
Variance (Projected minus Actual):	0.00
Reason For Variance:	Programming and data collection costs were pushed forward.

Measures

	Units Complete	RR	HPI
Current Goal:	712		1.0
Goal at Completion:	712		1.0
Current actual:	638		
Estimate at Complete:	685		
Variance:	-27		

Other Measures

Project Name	Harmonized Cognitive Assessment Protocol (HCAP 2016)
Project Mode	Primary: Face to Face Secondary: Telephone Total of Modes: 2
Project Type	Sponsored Projects **Project Status** Current

Budget	***Direct Budget:***	3,291,705.00	***InDirect Budget:*** 1,185,014.00	***Total Budget:***	4,476,719.00

Principal Investigator/Client	David Weir (SRC-ISR) Ken Langa (SRC-ISR) Lindsay Ryan (SRC-ISR)
Funding Agency	
IRB	***HUM#:*** HUM00099822 ***Period Of Approval:*** 3/17/2015 - 3/16/201

Project Team

Project Lead:	Evanthia Leissou
Budget Analyst:	Richard Warren Krause
Production Manager:	Dianne G Casey
Senior Project Advisor:	Mary P Maher
Production Manager:	Donnalee Ann Grey-Farquharson
Production Manager:	Anthony Romanowski

Proposal #:	no data
Description:	This project will involve the completion of a face-to-face CAPI interview, designed to provide a dementia assessment of HRS respondents. A sample of 5000 respondents (one per household) who are 65 years of age or older will be selected for this effort. The questionnaire will be administered to respondents after the HRS 2016 interview has been completed. The sample will not be clustered geographically; it will be selected randomly. It is expected that the field team will carry out well-planned regional trips in order to complete the 3000 in-person interviews. An informant interview will also be completed for each of the respondents interviewed. The respondent questionnaire length is expected to be 60 minutes. The informant questionnaire is expected to be 20 minutes and can be administered by telephone when the interviewer calls to set up an appointment with the respondent for the face-to-face interview.
SRO Project Period	01/2015 - 12/2017
Data Col Period	05/2016 - 02/2017
Security Plan	NA

Milestone Dates

PreProduction Start:		***Pretest Start:***	
Pretest End:		***Recruitment Start:***	
Staffing Completed:		***GIT Start:***	
SS Train Start:		***SS Train End:***	
DC Start:		***DC End:***	

Other Project Team Members:	Applications Programmers: Jeff Smith (STrak), Holly Ackerman (Webtrak, Weblog) CAI Programmer: Jim Hagerman Data Manager: Brad Goodwin Help Desk: Deb Wilson
Other Project Names:	
Sample Mgmt Sys	SurveyTrak
Data Col Tool	Blaise 4.8
Hardware	Laptop; [UM cell] Phone; Paper and Pencil
DE Software	Excel
QC Recording Tool	DRI-CARI; Camtasia
Incentive	Yes, R; Yes, INF
Administration	NA
Payment Type	Check, prepaid ($50); Check, post ($25)
Payment Method	Check through STrak RPay System

Report Period	Jan, 2017 (HCAP 2016)	**Project Phase**	Implementing
Risk Level	*Some Concerns*		
Monthly Update	As of January 3, we completed 1871 Respondent and 1614 Informant interviews. The current sample is 2988 Respondent and 2988 Informant cases. The next sample release will be done January 10, 2017 and is estimated to be approximately 900 cases.		

Special Issues   Most HCAP interviewers are shared with HRS, but starting in February approximately 27 will be shared with PSID. In order to fill the gap in hours that may be created by sharing resources we are planning a third interviewer training. Currently it's planned for early March.

Cost
Jan 31, 2017

Total Cost to Date (Direct + Indirect):	2,580,584.22
Estimated Cost at Completion (E$AC):	5,027,056.34
Total Budget:	4,476,719.00
Variance (Budget minus E$AC):	-550,334.34
Reason For Variance:	Several workscope changes have been implemented including additional cognitive tests for the Respondent interview, length of interviewer training, interviewer retention bonus, project management staff hours, and respondent incentives. In addition, actual interviewer rates are higher than the rates used on the budget. All interviewers working on the project are on-staff.

Projections
Jan 31, 2017

Dollars Projected For Month:	0.00
Actual Dollars Used:	0.00
Variance (Projected minus Actual):	0.00
Reason For Variance:	

Measures

	Units Complete	RR	HPI
Current Goal:			
Goal at Completion:			
Current actual:			
Estimate at Complete:			
Variance:			

Other Measures

Project Name	Health and Retirement Study (HRS 2016)
Project Mode	Primary: Mixed Total of Modes: 2
Project Type	Sponsored Projects **Project Status** Current
Budget	***Direct Budget:*** 24,690,534.00 ***InDirect Budget:*** 8,888,593.00 ***Total Budget:*** 33,579,127.00
Principal Investigator/Client	David Weir (SRC) Mary Beth Ofstedal (SRC) Ken Langa (SRC)
Funding Agency	NIA
IRB	***HUM#:*** HUM00061128 ***Period Of Approval:*** 1/15/2015 - 1/14/201

Project Team

Project Lead:	Nicole G Kirgis
Budget Analyst:	Richard Warren Krause
Production Manager:	Stephanie Sullivan
Senior Project Advisor:	Mary P Maher
Production Manager:	Jennifer C Arrieta
Production Manager:	Piotr Dworak

Proposal #: no data

Description: The Health and Retirement Study (HRS) is a national, longitudinal study conducted every two years since 1992. The study includes a representative sample of US residents aged 50 years and older. Every six years (three waves) a new cohort of US residents aged 50 to 55 are screened in to the study to maintain representativeness. In 2004, the early baby boomers were screened in and completed a baseline interview. In 2010, the mid baby boomer cohort was added as well as a minority oversample of both early and mid-baby boomers. In 2016, the late baby boomer cohort will be added. A series of physical measures and biomarkers are collected with half of all living respondents each wave as well as a self-administered questionnaire. Additionally, permission to link to Social Security Administration records and Veterans Administration (VA) records is requested.

SRO Project Period 04/2015 - 06/2017
Data Col Period 02/2016 - 04/2017
Security Plan NA
Milestone Dates

PreProduction Start:	04/01/2015	***Pretest Start:***	10/16/2015
Pretest End:	11/07/2015	***Recruitment Start:***	06/01/2015
Staffing Completed:	03/15/2016	***GIT Start:***	02/10/2016
SS Train Start:	02/12/2016	***SS Train End:***	04/24/2016
DC Start:	02/22/2016	***DC End:***	04/29/2017

Other Project Team Members: Rebecca Gatward (Survey Director), Sharon Parker (Production Management Coordinator), Frost Hubbard (New Cohort), Jennifer Kelley (Respondent Contact Coordinator), Jaime Koopman (Project Manager), Russ Stark (SSL Production Manager), Ian Ogden (Project Assistant), Dan Tomlin (Project Assistant), Lisa deRamos (Project Assistant), Daniah Buageila (Project Assistant)

Other Project Names:

Sample Mgmt Sys	SurveyTrak; MSMS
Data Col Tool	Blaise 4.8
Hardware	Laptop
DE Software	NA
QC Recording Tool	DRI-CXM
Incentive	Yes, R
Administration	SRO Group
Payment Type	Check, prepaid (80.00)
Payment Method	Check through STrak RPay System

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Report Period	Jan, 2017 (HRS 2016) **Project Phase** Implementing
Risk Level	*Some Concerns*
Monthly Update	During the month of January, data collection for the new cohort and panel components continued. Panel sample remained the focus to ensure it is completed by early May 2017 with a panel response rate of 85%. Current projections take New Cohort production into November 2017. Training for an additional group of New Cohort interviewers (n=~60) is being planned for April 2017.

Technical Development: Further development in production systems continues (including WebTrak and WebLog). A new data model was released to the field after the presidential inauguration.

Special Issues

Cost
Dec 31, 2016

Total Cost to Date (Direct + Indirect):	25,328,823.55
Estimated Cost at Completion (E$AC):	34,105,575.79
Total Budget:	33,579,127.00
Variance (Budget minus E$AC):	-526,448.79
Reason For Variance:	Projection refinements are ongoing to extend New Cohort data collection into fall and add a training of New Cohort interviewers in April 2017.

Projections
Dec 31, 2016

Dollars Projected For Month:	1,333,641.73
Actual Dollars Used:	1,235,851.40
Variance (Projected minus Actual):	97,790.33
Reason For Variance:	Actual dollars for the month of December came in under projections due to non-salary costs (salary costs were 1% over). (1) Recharges: Every December, about 1/2 of the recharge cost is delayed until January due to the holiday break. These projections have been pushed forward to January now (about $45k was delayed). (2) Travel: About $12k under in total (Panel was 6k over, NC 18k under). (3) Supplies: Printing and Research Supplies were about $11k under.

Measures

	Units Complete	RR	HPI
Current Goal:	23,569	85%	7.45
Goal at Completion:	23,569	85	7.45
Current actual:	16,864	62%	7.4
Estimate at Complete:	23,569	85	7.45
Variance:			

Other Measures

Goal for New Cohort is 5,228 interviews.
Goal for Panel Iws is 18,341 interviews (85%).

Project Name	Housing & Children (HCDC, H&C)
Project Mode	Primary: Face to Face Total of Modes: 1
Project Type	Sponsored Projects

Project Status   Current

Budget   ***Direct Budget:***   8,774,925.00   ***InDirect Budget:***   1,968,094.00   ***Total Budget:***   10,743,019.00

Principal Investigator/Client

Funding Agency

IRB   ***HUM#:***   HUM00114794   ***Period Of Approval:***

Project Team
- ***Project Lead:***   Grant D Benson
- ***Budget Analyst:***   William Lokers
- ***Production Manager:***   Barbara Aghababian-Homburg
- ***Senior Project Advisor:***   Mary P Maher
- ***Production Manager:***   Barbara Lohr Ward
- ***Production Manager:***   Maryam N Buageila

Proposal #:   no data

Description:

Low-income parents face serious constraints when they seek housing, and these constraints may undermine their childrens' development. In many cases, low-income parents will face tradeoffs between dwelling unit quality, neighborhood quality, and school quality. This project has four main aims: (1) to learn how parents negotiate these tradeoffs and make choices about where to live; (2) to assess how features of the child's social contexts--home, neighborhood, and school-- combine to influence key cognitive socio-emotional and health outcomes among parents and their children; (3) to examine how the quality of housing affects parenting practices and outcomes for children and their caregivers; and (4) to enhance the study of child development through theoretical and methodological advances in the study of housing and the other social contexts related to housing.

The project proposes to conduct two waves of data collection, separated by about 12 months, with families in Seattle, Dallas and Cleveland. In-person interviews will be completed with ~ 1686 parents and 2328 children aged 3-10 (at Wave 1). One-half of the sample will be an experimental sample consisting of applicants for a federal housing voucher. This experiment sample will include both voucher winners (treatment group) and voucher losers (control group). The other half of the sample will be generated through a random selection and screening process in census blocks that vary by household income weighted toward lower-income blocks. Each interview with an adult will last about 90 minutes, and will include the collection of anthropometric measures from all sample persons (including children), administration of Woodcock-Johnson tests to children. Adult Voucher sample participants will be asked for three blood pressure measurements, and blood spots will be collected from Voucher sample adults and children. The data collection also includes collecting laser tape measurement of all rooms in a household, 8 block face neighborhood observations, a four-day leave-behind child time diary, and post-interview observations.

SRO Project Period   04/2016 - 02/2020
Data Col Period   05/2017 - 05/2018
Security Plan   NA

Milestone Dates

PreProduction Start: 04/01/2016	***Pretest Start:*** 10/24/2016
Pretest End: 12/31/2016	***Recruitment Start:*** 06/01/2016
Staffing Completed:	***GIT Start:*** 04/30/2017
SS Train Start: 05/09/2017	***SS Train End:*** 05/18/2017
DC Start: 05/22/2017	***DC End:*** 05/23/2018

Other Project Team Members:

Other Project Names:

Sample Mgmt Sys	SurveyTrak; SMS
Data Col Tool	Blaise 4.8; SAQ
Hardware	Laptop; Desktop; [UM cell] Phone; Paper and Pencil; Other (laser measurement device)
DE Software	Blaise 4.8 BIA ; External vendor (TBD)
QC Recording Tool	DRI-CARI
Incentive	Yes, R; Yes, INF; Yes, Other (screening households)
Administration	SRO Group
Payment Type	Cash, prepaid ($5 for subsample); Cash, post ($75 adult, $50 child); Other (child gift <$5, Finders fee $10, chilc
Payment Method	Interviewer payment of cash (reimbursed/reconciled via Tenrox); Imprest Cash Fund from ISR Business Office

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Report Period	Jan, 2017 (HCDC, H&C)	**Project Phase**	Implementing
Risk Level	*On Track*		

Monthly Update

During January 2016, SRO activities included the following:

Task 1: Management, Budget and Work Plan
% Task Spent to Date
- Held regular meetings with the research team to discuss design, deliverables, schedule, funding.
- Revised and updated project schedule.
- Prepared invoices and invoice documentation. Updated invoice receivables schedule.
- Reviewed/monitored spending compared to budget. Revised monthly projections.
- Prepared and delivered final Pilot production reports, including interview timing by section and interviewer learning curves.
- Conducted debriefing on final Pilot production, focusing on DBS collection.
- Revised use-cases for testing screening assumptions. Conducted special meeting to discuss use cases in order to elaborate Voucher Applicant sample screening protocol. Finalized Voucher selection principles.
- Reviewed/prepared data files for delivery, updated delivery documentation, variable labels.
o Compared data to specifications
o Checked distributions of some variables
- Prepared recommendations for protocol adjustments to Hearts & Flowers, laser tape measurement, lancets for child blood spot collection.
- Prepared documents and submitted UM IRB application for revision of child assent protocol, parent consent for child, Adult data linking, and prenotification letter.

Task 2: Sampling
% Task Spent to Date
- Began evaluation of Cuyahoga sample areas.

Task 3: Questionnaire Development
% Task Spent to Date
- Pilot Production
o Logged and conducted data entry for final SAQs
- Interviewing Systems Maintenance and Development, Preparation for Main Production
o Child Interview
☐ Updated specifications for new child assent protocol
☐ Updated specifications to include administration of HH and Child SAQ, eligibility question for DBS, and permission to record
o Laser Tape Measurement
☐ Updated specification to include new question requested by PIs
o Screening Questionnaire
☐ Drafted Voucher Sample Screener
☐ Updated Population Sample Screener to reflection selection of PCG (instead of mother)\
o Updated specifications for Contact Observations
- Main study preparation
o Ordered and received Duplos. Developed new Lego/Duplo models. Sent to SRC staff for testing.
o Finalized supplies list for production. Developed plan for packing interviewer bags based
o Began specifications for printing and kitting RFP.
Task 4: CAI Programming
% Task Spent to Date
- Child
o Continued testing of Inquisit version of Hearts & Flowers (H&F) offline. Set up independent "project" to test integrated version of Inquisite Hearts & Flowers. Began to program integration of Inquisite H&F.
- Data Entry Applications
o Updated data entry applications for SAQs, Child Time Diary to include variable labels

Task 5: Systems Programming
• % Task Spent to date
• Continued elaboration of SurveyTrak specifications (SRC's sample management system). Clarified specifications on contact observations, added specification for respondent payment tab
• Continued programming of logging application
• Began specification of locating application

Tasks 6, 7: Interviewer Recruitment & Hiring, Training
% Task Spent to Date
• Made final site selections for study-specific training. Began discussion of training room needs.
• Finalized interviewer recruitment plans and timeline
• Began making revisions to day-by-day training agenda, incorporating feedback from interviewer debriefing
• Discussed at-home training needs (pre-training study)

Task 8: Main Data Collection
% Task Spent to Date
• N/A

Task 9: Post Collection Processing
% Task Spent to Date
• N/A

Task 10: Weighting
% Task Spent to Date
• N/A

Task 11: Final Data Deliverables
% Task Spent to Date
• Prepared and delivered pilot data files

Special Issues

Areas of Concern:
• The programming timeline between Pilot and Production launch is very short. There is some concern that there will not be sufficient time to translate and program the final production documents for the May 22 launch.
• The frame for the population sample must be determined by March 3 in order to have sufficient time to develop and select the population sample. The Voucher sample will be used to determine the Population sample frame. If the Voucher sample is not received by March 3, there is some risk of a mismatch between the Population sample and the Voucher sample.
• The adult interview is considerably longer than budgeted. We estimate that about 13 minutes must be cut from the interview length to bring it back into line with budgeted estimates.
• The questionnaires, especially the adult questionnaire in conjunction with the laser tape measurements, were significantly longer than budgeted. This appears to have had a negative impact on our ability to complete multiple household interviews in a day, and according to interview reports sometimes negatively impacted the willingness of children to participate.
• The rate of return for the Child Time Diary is very low, despite reminder calling. SRC will work with the research team to develop a strategy to increase the return rate for this component of data collection.
• Considerably more training videos, which cover the full range of interaction behaviors, were required for the "Thin Slice" measure of maternal cognitive sensitivity. The Thin Slice developers recommend recording at least 40 to 50 videos covering the full range of behaviors from low to medium to high. Additional effort will be required to code, train, and certify interviewers for a full and consistent implementation of the Hearts and Flowers program:
• A functional limitation has been discovered in the SRC-programmed Hearts and Flowers executable. If a user enters two keystrokes in response to a single stimulus, the program skips the next stimulus. SRC recommends use of the New York University Inquisite version of Hearts and Flowers as an alternative for 2017 production.

Work Scope Changes:
• Questionnaire Development – Budgets assumed that questionnaires would be final at project initiation except for the Household Listing and Household Confirmation protocol. Questionnaires required extensive editing. SRC to review all questionnaires for question wording issues (especially problems created by moving questions to SAQ), create and insert transitions, review and suggest changes to module and/or question ordering.
• Questionnaire Development – Additional (and unanticipated) programming is needed for Hearts and Flowers due to a timing specification change received from research team.
• Work with ICPSR to prepare scope and budget for production of public use datasets.

Cost
Jan 20, 2017

Total Cost to Date (Direct + Indirect):	1,228,194.00
Estimated Cost at Completion (E$AC):	10,743,019.00
Total Budget:	10,743,019.00
Variance (Budget minus E$AC):	0.00
Reason For Variance:	

Projections
Jan 20, 2017

Dollars Projected For Month:	219,170.63
Actual Dollars Used:	200,782.42
Variance (Projected minus Actual):	18,388.21
Reason For Variance:	SO R&D fees, which hit a month later, account for $14, 154 of the underrun. Interviewer travel costs were much lower than anticipated.

Measures

	Units Complete	RR	HPI
Current Goal:			
Goal at Completion:			
Current actual:			
Estimate at Complete:			
Variance:			

Other Measures

Project Name	Mathematics Teachers & Teaching Study (MTTS)
Project Mode	Primary: Mail Secondary: Telephone Total of Modes: 2
Project Type	Sponsored Projects **Project Status** Current
Budget	**Direct Budget:** 656,787.81 **InDirect Budget:** 362,629.19 **Total Budget:** 1,019,417.00
Principal Investigator/Client	Heather Hill (Harvard Graduate School of Education) Patty Maher (ISR PI)

Funding Agency

IRB	**HUM#:** HUM90379 **Period Of Approval:** 6/25/2014-6/25/2015	
Project Team	**Project Lead:**	Barbara Lohr Ward
	Budget Analyst:	Dean E Stevens
	Production Manager:	Russell W Stark
	Senior Project Advisor:	Stephanie A Chardoul
	Production Manager:	Anthony Romanowski
	Production Manager:	

Proposal #: no data

Description: For the last 25 years, three major goals have animated the U.S. mathematics education community: the need for more knowledgeable teachers, more challenging curricula for students, and more ambitious instruction in classrooms. And yet despite volumes of policy guidance, on-the-ground effort and research over the past decades, few comprehensive and representative portraits of teacher and teaching quality in U.S. mathematics classrooms exist. Instead, most research into these topics has been conducted with small samples or non-representative samples (e.g., Kane & Staiger, 2012), with the result that it is difficult to
ascertain what, if any, progress has been made toward the three goals. To provide information on such progress, we will collect data on teacher content knowledge, curriculum use, and instruction from a nationally representative sample of U.S. middle school
mathematics teachers. A written survey will build on a similar study conducted in 2005 – 06 (Hill, 2007), allowing for the comparison of teachers' curriculum use and content knowledge – and more specifically, their mathematical knowledge for teaching (MKT) –across time periods. An observational component will record and score videotapes of instruction, allowing for a
description of current instruction as well as a comparison of current instruction to that observed during the TIMSS video study (Heibert et al., 2005). The new video dataset will also serve as a baseline for future studies of instruction, for instance ones comparing current instruction to that in 2025, to assess whether Common Core State Standards have been met.

SRO Project Period	09/2014 - 06/2016
Data Col Period	01/2015 - 12/2015
Security Plan	NA

Milestone Dates

PreProduction Start:	10/01/2014	**Pretest Start:**	
Pretest End:		**Recruitment Start:**	01/26/2015
Staffing Completed:		**GIT Start:**	
SS Train Start:		**SS Train End:**	
DC Start:	03/02/2015	**DC End:**	05/31/2016

Other Project Team Members:	Barb Ward - Lead Russ Stark - Production Lead Judi Clemens, Donnalee Grey-Farquharson - District IRB Dan Zahs, Paul Burton - Sampling Hueichun Peng - Technical Lead, SRIS Jim Hagerman - Blaise Shaowei Sun- SRIS Laura Yoder - Data Mgt

Other Project Names:

Sample Mgmt Sys	SMS; Project specific system (SRIS)
Data Col Tool	SAQ; Other (video recorded on tablet)
Hardware	Desktop; Tablet; Other (Tablets, Swivls, Tripods provided by research team)
DE Software	Blaise 4.8 BIA
QC Recording Tool	N/A
Incentive	NA
Administration	NA
Payment Type	Check, post ($50 for SAQ, $200 video); Cash, prepaid (5)
Payment Method	Check through other system (ISR Business Office); Imprest Cash Fund from ISR Business Office (ISR Business

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Report Period	Jan, 2017 (MTTS)	**Project Phase**	Closing

Risk Level   *On Track*

Monthly Update   Initial work to specify final data sets, determine research team reporting needs, and set up final report templates.

The budget has been adjusted for the de-obligation of $57,000. We are still projecting a small underrun.

Special Issues

Cost
Feb 28, 2017

Total Cost to Date (Direct + Indirect):	943,375.45
Estimated Cost at Completion (E$AC):	1,002,372.66
Total Budget:	1,019,417.00
Variance (Budget minus E$AC):	17,044.34
Reason For Variance:	

Projections
Feb 28, 2017

Dollars Projected For Month:	0.00
Actual Dollars Used:	0.00
Variance (Projected minus Actual):	0.00
Reason For Variance:	Work in SRO is progressing more slowly than anticipated.

Measures

	Units Complete	RR	HPI
Current Goal:			
Goal at Completion:			
Current actual:			
Estimate at Complete:			
Variance:			

Other Measures

Project Name	Monitoring the Future Web Programming and Survey Pilot (MTF-WPSP Year 2/MTF Illume Web 2016)
Project Mode	Primary: Web Secondary: Mail Total of Modes: 2

Project Type   Sponsored Projects   **Project Status**   Current

Budget   ***Direct Budget:***   280,748.00   ***InDirect Budget:***   154,410.00   ***Total Budget:***   435,158.00

Principal Investigator/Client   Megan Patrick (UM-SRC)

Funding Agency   U.S. Department of Health & Human Services, National Institutes of Health

IRB   ***HUM#:***   00081391   ***Period Of Approval:***   8/1/2012 - 4/30/2017

Project Team

Project Lead:	Donnalee Ann Grey-Farquharson
Budget Analyst:	Christine Evanchek
Production Manager:	Lloyd Fate Hemingway
Senior Project Advisor:	Gina-Qian Yang Cheung
Production Manager:	
Production Manager:	

Proposal #:   no data

Description: In each year of this project SRO will maintain the programmed MtF web surveys, including making up to ten changes to each programmed Web survey each year. Once tested by SRO, all programmed Web surveys will be tested by the Principal Investigator and her staff before being released. In years 1 and 2, after testing is complete, SRO will manage the Web survey data collection. In years 3 through 5, after testing is complete, the surveys will be released to the MtF staff for fielding – in years 3 through 5 SRO staff will have no involvement in the implementation of data collection. For all years after the data collections are completed, SRO will assist with the updating of the data dictionaries and other documentation.

Starting during Year 2 data collection, we will do Winter Location and Nonresponse. Calling for the web survey implementation portion of the survey. This is in addition to the normal Panel Winter Location/Nonresponse that SRO routinely handles. SRO will field the pilot survey in 2014 with forms 1, 6, and 2. MTF staff will provide a participant list and SRO will set up the participant list and provide programming production support.

Deliverables include the programmed Web Surveys, Data Dictionary, Test Dataset, Documentation of the Instruments, and Survey datasets

SRO involvement will commence in the Fall of 2012 and will continue through April of 2017.

Monitoring budget against the budget for the first two years 2012 - 2014
_____

Year 3 of the project began August 2015 and the budget has been redone to reflect future effort:

	TOTAL	YEAR 1	YEAR 2
TOTAL DIRECT COSTS	$243,829	$195,210	$48,619
INDIRECT COSTS	$134,105	$107,365	$26,740
GRAND TOTAL	$377,934	$302,575	$75,359

The MPR budget will be updated to reflect total cost of effort moving forward and not total cost over all years..

12/6/2016 We are now entering Year 3 of the project and the budget has been updated to reflect the change in scope.

SRO Project Period   08/2012 - 08/2017
Data Col Period   04/2016 - 08/2016
Security Plan   Yes
Milestone Dates

PreProduction Start:	***Pretest Start:***
Pretest End:	***Recruitment Start:***
Staffing Completed:	***GIT Start:***
SS Train Start:	***SS Train End:***
DC Start:	***DC End:***

Other Project Team Members: Gina-Qian Yang Cheung, Donnalee Grey-Farquharson, Hueichun Peng, Andrew Piskorowski (years 1 & 2), (Aaron Pearson - year 1), Max Malhotra (Years 1, 2) Lloyd Hemingway, Shaowei Sun (year 3 only), Jennie Williams, Peter Sparks, Dave Dybicki

Other Project Names:	MTF Web
Sample Mgmt Sys	SMS; Illume
Data Col Tool	NA
Hardware	NA
DE Software	N/A
QC Recording Tool	N/A
Incentive	Yes, Other (Managed by SRC Study Staff)
Administration	NA
Payment Type	N/A
Payment Method	N/A

Report Period	Jan, 2017 (MTF-WPSP Year 2/MTF Illu	**Project Phase**	Implementing
Risk Level	*Not Rated*		

Monthly Update

Programming and testing of the Forms is still in progress. MTF Web is gearing up for winter location - with reduced sample we do not foresee a great number of hours will be needed - we will train together with Main MTF and share Interviewers for winter location. Charges and costs will be divided between the 2 MTF studies.

The survey Illume survey was closed 11/23/2016 at ~5:00 p.m. Data and paradata will be delivered in December.

Programming has begun for 2017 and the Tech Team Lead is in touch with Arialink and Illume to ensure the software programs have the flexibility to meet the needs of MTF Web.

The increased budget due to the change in scope has been approved. The new scope adds texting as a mode of communication and Winter location activities for 2017.

Below are work scope changes that have contributed to cost variance:

Illume.Next has changed the survey engine for ease of mobile deployment by using Asp.Net single page application, AngularJS and JQuery. With this change, there is expected to be some re-write work with the JavaScript function we developed for MTF on Illume 5.1 platform. Also, as Illume.Next has its own mobile style-sheet for mobile platform, with the fact that MTF will need to create customize mobile display on certain pages and questions like Respondent Contact page, we will need create a mobile style sheet that works with Illume.Next without interfering with the original functions in Illume.Next.

2. MTF is expected to contact Respondents via Text messages as reminder. We will set up modules to send out text vix Arealink. Addition, we plan to set up a technical interface to receive/import the *replying/incoming* text messages from Arealink. SRO has not done anything with this function. We will need work with Arealink and CMT to create the programming module and set this up in a secure manner.

3. Due to data spread across different systems and database (CRIMS, RLM, SMS, Web SMS, Illume). We need more QC reporting and robust reconciliation between the systems to make sure the interface work correctly. This work scope will involve work in Web SMS, SQL DB Procedure (to reconcile as batch) and daily reporting (QC) work (SAS and SQL Server).

Special Issues

Cost
Dec 31, 2016

Total Cost to Date (Direct + Indirect):	307,784.98
Estimated Cost at Completion (E$AC):	414,960.79
Total Budget:	435,158.00
Variance (Budget minus E$AC):	20,197.21
Reason For Variance:	

Projections
Dec 31, 2016

Dollars Projected For Month:	24,484.13
Actual Dollars Used:	17,892.26
Variance (Projected minus Actual):	6,591.87
Reason For Variance:	

Measures

	Units Complete	RR	HPI	
Current Goal:				
Goal at Completion:				
Current actual:				
Estimate at Complete:				
Variance:				

Other Measures

Project Name	MTF Base Year Tablet Pilot (MTF Tablet Pilot)
Project Mode	Primary: Class SAQ Total of Modes: 1
Project Type	Sponsored Projects

Project Status   Current

Budget	***Direct Budget:*** 461,821.00 ***InDirect Budget:*** 254,002.00 ***Total Budget:*** 715,823.00
Principal Investigator/Client	Richard Miech (UM-SRC)
Funding Agency	National Institute on Drug Abuse (NIDA). Fall 2015-only budget, direct: $67,163.00; Indir:$36,940.00; Total:$104,103.00

IRB	***HUM#:*** N/A ***Period Of Approval:*** N/A

Project Team	***Project Lead:***	Meredith A House
	Budget Analyst:	Christine Evanchek
	Production Manager:	Barbara Aghababian-Homburg
	Senior Project Advisor:	Stephanie A Chardoul
	Production Manager:	
	Production Manager:	

Proposal #:	no data
Description:	The fall 2015 and spring 2016 tablet pilots will test the feasibility of moving from paper Scantron forms to a tablet-based application for the administration of MTF Base Year data collection. Two forms of 8th/10th grade MTF survey and two forms of the 12th grade MTF survey will be administered in two schools in the fall pilot and in eight schools in the spring pilot.
SRO Project Period	06/2015 - 10/2016
Data Col Period	10/2015 - 06/2016
Security Plan	Yes

Milestone Dates

PreProduction Start:		***Pretest Start:***	
Pretest End:		***Recruitment Start:***	
Staffing Completed:		***GIT Start:***	
SS Train Start:		***SS Train End:***	
DC Start:		***DC End:***	

Other Project Team Members:	David Bolt (Technical Systems/Help desk), Lawrence Daher (Technical Systems/Help desk), Minako Edgar (Data Manager), Kyle Kwaiser (Technical Systems Lead/Data Manager), Paul Schulz (Survey Programmer), Marsha Skoman (App programmer), Pam Swanson (Survey Programmer), Daric Thorne (SSA). Note: Mike Nugent (SSL) is the field researcher for fall 2015. 2016-2017, MTF field staff will serve as FRs.
Other Project Names:	MTF Fall 2015 Tablet Pilot MTF Spring 2016 Tablet Pilot
Sample Mgmt Sys	SurveyTrak
Data Col Tool	Other (SurveyCTO; custom)
Hardware	Laptop; Tablet
DE Software	Other (Google Form)
QC Recording Tool	N/A
Incentive	Yes, R; Yes, Other (Schools)
Administration	SRO Group
Payment Type	Check, prepaid ($1,000 (fall 2015 schools only)); Check, post ($500 or $1000 (2016-2017 schools)); Cash, post
Payment Method	Check through other system (Rpay spreadsheet); Imprest Cash Fund from ISR Business Office (Rpay spreadsh

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Report Period	Jan, 2017 (MTF Tablet Pilot)	**Project Phase**	Implementing
Risk Level	*On Track*		

Monthly Update	In January: Fall 2016 data deliverables still need to be reviewed by Meredith, after which they will be delivered. Daric Thorne has joined the team to help primarily with survey testing and tablet set-up. We ramped up work in all of the areas below in preparation for spring admins: • Training (streamlined/video for helpers): we run into a chicken/egg problem here in that the items we would train on (in terms of a streamlined video training) are still in development. It is probably still too early to pare down the training for the helpers.

- Survey Wrapper App: Spec'ed and working on prototype
- Revisit SHApp Encrypt. Preload: updates in progress
- Shapp WiFi improvements: updates in progress
- Explore MDM options: tabled for now as SRO is using Maas360 solution more broadly and we are happy with it
- Inventory and shipping logistics (Pull from Strak-for scheduling): we have investigated off the shelf options - one company has proved to be flakey (Odoo); the other has a product we like (Snipe IT), except it does not have "kitting" yet - highly desired feature for us. Do we invest in Snipe IT or custom build our own system?
- Additional Form programming: in full swing, programming and testing
- Hardware: we have chosen the Samsung Galaxy Tab A 7 inch and are purchasing 740 specifically for use this spring, plus another 760 that MTF would like to purchase with funds at this time. We are purchasing a total of 1500 and already have ~300, total 1800.
- Nancy B. helped us secure space (G148) for tablet/hardware storage, set-up, packaging, inventory, etc.
- Our packaging solution to date has worked very well but there are 2 issues: 1) weight of tablet tote @ 20 lbs is below 25 lb DCO job req, but a few FRs noted too heavy. Study staff agreed we would like to be responsive and try to reduce weight. 2) a few of our plastic totes had already cracked during transport - seek more robust tote? Challenging, because we need to add robustness but decrease weight, which means fewer tablets per tote, more totes overall, more bulk to ship. We are working on a new solution to try this spring.
- Spring 2017 IRB amendment was approved with contingencies 1/25, one of the contingencies was a request to add the new survey content. Survey content and contingencies addresses early Feb, and approved! No need for a second amendment for the survey content.

Projections now include SO#14-0047R01S2 (Additional form programming), the spring 2017 pilot work through 4/30/2017, AND the purchase of an additional 760 tablets (see below).

Special Issues

Cost
Jan 31, 2017

Total Cost to Date (Direct + Indirect):	0.00
Estimated Cost at Completion (E$AC):	0.00
Total Budget:	715,823.00
Variance (Budget minus E$AC):	0.00
Reason For Variance:	Projections now include SO#14-0047R01S2 (Additional form programming), the spring 2017 pilot work through 4/30/2017, AND the purchase of an additional 760 tablets (see below).

Projections
Jan 31, 2017

Dollars Projected For Month:	0.00
Actual Dollars Used:	0.00
Variance (Projected minus Actual):	0.00
Reason For Variance:	

Measures

	Units Complete	RR	HPI
Current Goal:			
Goal at Completion:			
Current actual:			
Estimate at Complete:			
Variance:			

Other Measures

Project Name	National Survey of Family Growth (NSFG 2010-2020)
Project Mode	Primary: Face to Face Total of Modes: 1
Project Type	Sponsored Projects

Project Type	Sponsored Projects	**Project Status**	Current

Budget	**Direct Budget:** 32,653,126.47 **InDirect Budget:** 8,448,262.00 **Total Budget:** 41,101,388.47
Principal Investigator/Client	Joyce Abma (NCHS) Mick Couper (ISR)
Funding Agency	NCHS, CDC, NICHD
IRB	**HUM#:** 0002716 **Period Of Approval:** 7/17/13 - 7/17/17

Project Team		
	Project Lead:	Heidi Marie Guyer
	Budget Analyst:	Nancy Oeffner
	Production Manager:	Theresa Camelo
	Senior Project Advisor:	Mary P Maher
	Production Manager:	Maureen Joan O'Brien
	Production Manager:	Rebecca Loomis

Proposal #:	no data
Description:	The NSFG is a national survey of women and men 15-49 years of age designed to provide national estimates of factors affecting pregnancy and birth rates, including sexual activity, cohabitation, marriage, divorce, contraceptive use, miscarriage and stillbirth, infertility, and use of medical services for family planning and infertility. NSFG 2010-2020 includes eight years of continuous data collection starting in September 2011 and ending in 2019. Every year, new PSUs will be selected to replace last year's non-self representing PSUs and self-representing PSUs, and the project will continue to collect data from a set of major self representing PSUs throughout the entire data collection period. Target number of interviews is approximately 5000 per year.
SRO Project Period	09/2010 - 07/2020
Data Col Period	09/2011 - 06/2019
Security Plan	Yes

Milestone Dates

PreProduction Start:	03/01/2011	**Pretest Start:**	
Pretest End:		**Recruitment Start:**	06/01/2011
Staffing Completed:	08/17/2011	**GIT Start:**	09/13/2011
SS Train Start:	09/15/2011	**SS Train End:**	09/19/2011
DC Start:	09/20/2011	**DC End:**	07/01/2019

Other Project Team Members:	Chrissy Evanchek--Budget Analyst
Other Project Names:	
Sample Mgmt Sys	SurveyTrak
Data Col Tool	Blaise 4.8
Hardware	Tablet; [UM cell] Phone; Paper and Pencil
DE Software	NA
QC Recording Tool	N/A
Incentive	Yes, R; Yes, Other (babysitting fee)
Administration	SRO Group
Payment Type	Cash, prepaid ($5; $40); Cash, post ($40; $60)
Payment Method	Interviewer payment of cash (reimbursed/reconciled via Tenrox); Imprest Cash Fund from ISR Business Office

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Report Period	Jan, 2017 (NSFG 2010-2020)	**Project Phase**	Implementing
Risk Level	On Track		

Monthly Update	Interviewer attrition has been particularly high this year due to both typical new hire interviewer attrition as well as active removal of interviewers who are not meeting performance criteria despite multiple warnings. An attrition planning will be held in January 2017 with 17 interviewers. This will be the largest attrition training to date. The high rate of attrition affected interview yield in quarter 21 as the eligibility rate was the highest it's been thus far and sufficient staff were not available to complete the full potential of interviews. While the yield exceeded 1300, the response rates are below 70%, which is quite undesirable. The yield will likely be lower next quarter as the new interviewers will not begin until week 4 or 5 of the quarter and the winter months can be particularly challenging. The current quarter was extended by 4 days and continued through Wednesday, December 21st rather than ending on

Saturday, December 17th as originally planned. The extension resulted in 22 additional interviews and the total number of completed interviews exceeding 1300. NCHS received proposed questionnaire changes from the various funding agencies in mid-October. Updated questionnaire specs will need to be provided to SRO by March 2017 in order to have all changes implemented and tested by June 2017. NSFG will also transition to the EDU for collecting signed consent and payment receipts in January 2017. Additionally, CDC is requiring all studies to include language regarding the potential risk of a security breach in all study materials including precontact letters and brochures beginning in January 2017. Two amendments were submitted to the NCHS ERB at the end of the month-- one for a paper screener experiment and a second with updated language for all respondent letters and brochures regarding cybersecurity.

Special Issues

NCHS was notified on August 1st that they will receive full funding for year 6 data collection. As such, the budget will increase by approximately $1,100,000 which includes a supplement of $100,000 for methodological research. Cost projections for the current year and future years will be revisited. New ideas for recruiting and hiring of field staff are also being explored.

Cost
Jan 10, 2017

Total Cost to Date (Direct + Indirect):	27,585,088.48
Estimated Cost at Completion (E$AC):	43,159,337.43
Total Budget:	41,101,388.47
Variance (Budget minus E$AC):	-2,057,948.96
Reason For Variance:	The budget for year 6 will be increased by approximately 1.1 million. Once the funding is received, the budget will be updated in CRS. Annual budgets for the remaining contract years are also expected to exceed the contract amount. NCHS and the funders are aware of this.

Projections
Jan 10, 2017

Dollars Projected For Month:	436,170.62
Actual Dollars Used:	400,129.66
Variance (Projected minus Actual):	36,040.96
Reason For Variance:	December holiday and vacation time was greater than expected. The lower number of interviews resulted in lower respondent payment costs

Measures

	Units Complete	RR	HPI
Current Goal:	430	70%	9.0
Goal at Completion:	1350	75%	9.0
Current actual:	401	66%	9.0
Estimate at Complete:	1300	66%	10.2
Variance:	30	9%	1.2

Other Measures

The goals are for the current quarter. The actuals shown above are week 4 of quarter 22.

Project Name	Neurodevelopmental Pathways in Adolescent Health Risk Behavior (AHRB)
Project Mode	Primary: Class SAQ Secondary: Web Total of Modes: 2
Project Type	Sponsored Projects **Project Status** Current
Budget	**Direct Budget:** 815,655.00 **InDirect Budget:** 452,688.00 **Total Budget:** 1,268,343.00
Principal Investigator/Client	Daniel Keating (U-M SRC)
Funding Agency	Health and Human Services (HHS), Department of-National Institutes of Health
IRB	**HUM#:** HUM00084650 **Period Of Approval:** 2/3/2016 - 2/2/2017

Project Team

Project Lead:	Peter Rakesh Batra
Budget Analyst:	Dean E Stevens
Production Manager:	
Senior Project Advisor:	Stephanie A Chardoul
Production Manager:	Meredith A House
Production Manager:	

Proposal #: no data

Description: During early adolescence systems in the brain that are characterized by heightened reactivity to motivational stimuli and rewards mature rapidly, while systems that enable more effective cognitive control and judgment mature more slowly. This "developmental maturity mismatch" has been proposed as a key contributor to health risk behavior among adolescents, which is of critical importance because: (1) risk behaviors are the leading cause of morbidity and mortality in this age group, including diseases arising from unprotected sexual activity and casualties arising from reckless behavior (including driving fatalities and serious injuries); (2) it is the peak age for the onset of a wide range of risk behavior patterns with potential long-term consequences, including substance use and abuse, and delinquency. The "developmental maturity mismatch" hypothesis, however, has not been directly tested in relation to risk behavior at a level sufficient to inform this critical health area. The primary aim of the ANDH study is to understand the behavioral, cognitive, and neural bases of risk taking, through integrated analyses of age differences, developmental trajectories, and individual differences in psychosocial, neurocognitive and neural imaging assessments.

The study will involve data collection from 10th and 12th grade students (~2000 students total) in 7-8 local high schools (approximately 150 students from each age group per school), with group administration in the schools using laptops in a baseline data collection to be completed over a 3-month period in the fall of 2014. Each respondent will attend 2 ~45 minute sessions: one survey and one neurocognitive tests. After the baseline data collection, SRO will modify the survey questionnaire to operate as a web-based survey, and will administer the web survey to all 2,000 respondents in years 2, 3, and 4 of the project (in the fall of 2015, 2016 and 2017). A small number of respondents (150-160) will be sub-selected to undergo neural imaging at U-M facilities in Ann Arbor (SRO will not be directly involved in this portion of the study).

SRO Project Period	04/2014 - 03/2018
Data Col Period	03/2015 - 01/2016
Security Plan	Yes

Milestone Dates

PreProduction Start:		**Pretest Start:**	12/21/2016
Pretest End:	01/03/2017	**Recruitment Start:**	
Staffing Completed:		**GIT Start:**	
SS Train Start:		**SS Train End:**	
DC Start:	09/01/2016	**DC End:**	05/31/2018

Other Project Team Members: Wave 2 Team: Kyle Kwaiser (tech lead, data manager), Kathy LaDronka, Becky Loomis, Dolorence Okullo (data management), Hueichun Peng, Shaowei Sun
Wave 1 Team: Larry Daher, Emmanuel Ellis, David Bolt, Kyle Goodman, Donnalee Grey-Farquharson, Kyle Kwaiser (tech lead, data manager), Becky Loomis, Max Malhotra, Shaowei Sun, Laura Yoder (data management)

Other Project Names:	Adolescent Neurodevelopmental Health (ANDH) (Internal) Adolescent Health Risk Behavior Study (Public)
Sample Mgmt Sys	Illume; Project specific system (SRIS)
Data Col Tool	Illume; SAQ; Other (Inquisit neurocognitive task software; NC helper app)
Hardware	Laptop
DE Software	Other (SRIS)
QC Recording Tool	N/A
Incentive	Yes, R; Yes, Other (School)
Administration	SRO Group; ISR Group (Dan Keating, PNG Group)
Payment Type	Check, post (Rs, $50 year 1, $20 years 2-4; schools, $1000); Cash, post (Ypsilanti Rs, $50 year 1)
Payment Method	Check through other system (RPay not through STrak (R payments)); Imprest Cash Fund from ISR Business O

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Report Period	Jan, 2017 (AHRB)	**Project Phase**	Implementing

Risk Level *On Track*

Monthly Update After receiving IRB approval on our amedment in December we were able to get the W2 study brochures and other documents (e.g. PNL, contact update forms, etc.) printed in early January, assembled and mailed for our Release 1 Respondents on Tuesday January 24.
We are on track for emailing AHRB portal login credentials to our Release 1 respondents in early February.
The IRB Continuing review was approved on January 19. It was a busy month for the AHRB project given that we are preparing for production by: moving our test systems to production (and testing them), provided training to the SSL 1-800 line team for AHRB participants (or their parents) who phone in with updated contact information or questions about the study. We are also planning an additional IRB amendment to clarify our re-contact and reminder protocols for the W2 respondents by developing a new protocol to allow the use of social media to track W1 participants.

Special Issues

Cost
Jan 31, 2017

Total Cost to Date (Direct + Indirect):	1,084,513.87
Estimated Cost at Completion (E$AC):	1,460,972.47
Total Budget:	1,268,343.00
Variance (Budget minus E$AC):	192,629.47
Reason For Variance:	

Projections
Jan 31, 2017

Dollars Projected For Month:	0.00
Actual Dollars Used:	0.00
Variance (Projected minus Actual):	0.00
Reason For Variance:	

Measures

	Units Complete	RR	HPI
Current Goal:			
Goal at Completion:			
Current actual:			
Estimate at Complete:			
Variance:			

Other Measures

Project Name	Optimizing Youth Suicide Risk Screening and Triage In the Emergency Department (YRS)
Project Mode	Primary: Telephone Total of Modes: 1

Project Type	Sponsored Projects		**Project Status**	Current
Budget	**Direct Budget:** 1,276,181.00	**InDirect Budget:** 703,064.00	**Total Budget:** 1,979,245.00

Principal Investigator/Client Cheryl King (Professor of Psychiatry, University of Michigan)

Funding Agency

IRB   **HUM#:**   **Period Of Approval:**

Project Team   **Project Lead:**   Esther H Ullman
                      Budget Analyst: Janelle P Cramer
                      Production Manager:
                      Senior Project Advisor: Kirsten Haakan Alcser
                      Production Manager:
                      Production Manager:

Proposal #:   no data

Description: This multi-site collaborative project proposes to implement a "universal suicide risk screen" strategy with eligible youths, ages 12-17, who present at one of 14 emergency departments across the country. The research team will conduct initial screening of approximately 9,090 youths randomly chosen in these emergency departments (ED), over a period of two years. Based on the results of the screening, youths will be contacted for follow-up (youths who present with an actual suicide or self-injury concern, youths who present with at least two suicide risk factors, and youths at low/no risk for suicide) by the Survey Research Center's (SRC) interviewing staff in Survey Research Operations (SRO). SRO will receive electronic files with contact information for the selected youths on a flow basis, with the expectation of receiving approximately 4,360 in total. Using computer-assisted interviewing techniques from our centralized telephone facility (Survey Services Lab, or SSL) on the Ann Arbor campus, we will attempt contact with each selected respondent's parent and then the respondent, with the goal of completing brief (10-minute) interviews with ~85% of the respondents 3 months after their ED screening, and ~80% of these same respondents 6 months after their ED screening

SRO Project Period 03/2015 - 12/2017
Data Col Period   07/2015 - 07/2017
Security Plan   NA
Milestone Dates

PreProduction Start:		**Pretest Start:**	
Pretest End:		**Recruitment Start:**	
Staffing Completed:		**GIT Start:**	
SS Train Start:	09/21/2015	**SS Train End:**	09/24/2015
DC Start:	09/28/2015	**DC End:**	

Other Project Team Members:
Other Project Names:

Sample Mgmt Sys	SMS
Data Col Tool	NA
Hardware	Desktop
DE Software	NA
QC Recording Tool	NA
Incentive	Yes, Other (Amazon gift card (Project staff))
Administration	NA
Payment Type	NA
Payment Method	NA

- -

Report Period	Jan, 2017 (YRS)	**Project Phase**	Implementing

Risk Level   *On Track*

Monthly Update   Interviewing continues to go well finishing up the remaining six month follow-ups. Materials for Study 2 are being drafted for PI and PECARN review (who will then submit to their review groups).

Special Issues

Cost
Jan 31, 2017

Total Cost to Date (Direct + Indirect):	874,272.92
Estimated Cost at Completion (E$AC):	1,969,131.98
Total Budget:	1,979,245.00
Variance (Budget minus E$AC):	10,113.02
Reason For Variance:	Not all details for Study 2 are finalized so leaving some funds unallocated if needed for programming, training, etc.

Projections
Jan 31, 2017

Dollars Projected For Month:	37,055.48
Actual Dollars Used:	37,810.24
Variance (Projected minus Actual):	-754.76
Reason For Variance:	

Measures

	Units Complete	RR	HPI
Current Goal:	3331	85%	3.0
Goal at Completion:	4200	85%	3.0
Current actual:	3813	69%	1.2
Estimate at Complete:		70%	
Variance:			

Other Measures   There will actually be two surveys in phase 1 (at 3 months and 6 months)...and then a second phase survey.

Project Name	PSID Wellbeing (PSID-WB)
Project Mode	Primary: Mixed Total of Modes: 3
Project Type	Sponsored Projects **Project Status** Current
Budget	***Direct Budget:*** 455,760.00 ***InDirect Budget:*** 250,668.00 ***Total Budget:*** 706,428.00
Principal Investigator/Client	Vicki Freedman (UM-SRC)

Funding Agency	National Institute on Aging
IRB	***HUM#:*** HUM00109415 ***Period Of Approval:*** 1/21/16 - 1/20/17
Project Team	***Project Lead:*** Rachel Anne LeClere
	Budget Analyst: William Lokers
	Production Manager: Derek Dubuque
	Senior Project Advisor: Stephanie A Chardoul
	Production Manager:
	Production Manager:

Proposal #:	no data
Description:	Panel Study of Income Dynamics (PSID)—Wellbeing and Daily Life Study is part of the Panel Study of Income Dynamics – a national, longitudinal study of families started in 1968. The study is the second Mixed-Mode, Web/Mail study carried out on the PSID Suite. The sample for PSID-Wellbeing and Daily Life Study is comprised of the majority of PSID respondents and spouses and includes approximately 10,784 individuals. Respondents are invited either complete an on-line or on paper. When initially invited to participate, potential respondents were assigned to the Web Group or the Choice Group, based upon analysis done of past data to predict which mode the respondents were most likely to complete. Follow-up efforts have consisted of both hard-copy and e-mailed reminders as well as non-response reminder calling. The interview content includes questions about wellbeing, personality traits, and every day skills and will allow researchers to better understand the wellbeing of America's families and how it is influenced by health, economic status, and family circumstances
SRO Project Period Data Col Period	10/2015 - 09/2016
Security Plan	NA

Milestone Dates

PreProduction Start:		***Pretest Start:***	
Pretest End:		***Recruitment Start:***	
Staffing Completed:		***GIT Start:***	
SS Train Start:		***SS Train End:***	
DC Start:		***DC End:***	

Other Project Team Members:	Rachel LeClere - Project Manager Emily Blasczyk--Data Manager and Report Programmer Hueichun Peng--Custom Project SMS Programmer Donnalee Grey-Farquharson--Custom Project SMS Design/Specifications Max Malhotra--Illume Programmer Alexander Hernandez--Illume Programmer Stefanie Skulsky - Project Assistant Tony Romanowski - Materials and Training Developer
Other Project Names:	PSID Web/Mail 2016 FES Wellbeing and Daily Life
Sample Mgmt Sys	Web SMS
Data Col Tool	Illume; SAQ
Hardware	Other (R hardware)
DE Software	Illume
QC Recording Tool	DRI-CXM
Incentive	Yes, R
Administration	ISR Group (SRC-PSID)
Payment Type	Check, post ($20); Cash, prepaid ($5)
Payment Method	Check through other system (PSID_RAPS)

Report Period	Jan, 2017 (PSID-WB)	**Project Phase**	Initiation

Risk Level   *On Track*

Monthly Update   -Coded final cases for final data delivery
-Shut down portal and reports
-Stopped daily process to deliver data
-Identified supplemental refusals for PSID study staff.

Special Issues

Cost
Dec 30, 2016

Total Cost to Date (Direct + Indirect):	636,566.20
Estimated Cost at Completion (E$AC):	665,463.63
Total Budget:	706,428.00
Variance (Budget minus E$AC):	0.00
Reason For Variance:	

Projections
Dec 30, 2016

Dollars Projected For Month:	0.00
Actual Dollars Used:	0.00
Variance (Projected minus Actual):	0.00
Reason For Variance:	

Measures

	Units Complete	RR	HPI
Current Goal:			
Goal at Completion:			
Current actual:			
Estimate at Complete:			
Variance:			

Other Measures

Project Name	Social Networks and Well Being (SN&WB)

Project Mode	Primary: Face to Face Secondary: Telephone

Project Type	Sponsored Projects	**Project Status**	Current

Budget	**Direct Budget:** 516,716.00	**InDirect Budget:** 284,195.00	**Total Budget:** 800,911.00

Principal Investigator/Client
Kira Birdett (University of Michigan)
Karen Fingerman (University of Texas at Austin)

Funding Agency

IRB   **HUM#:**   2015-02-0123   **Period Of Approval:**   4/15/16-4/15/17

Project Team   **Project Lead:**   Heidi Marie Guyer
Budget Analyst:
Production Manager: Kathleen S Ladronka
Senior Project Advisor: Kirsten Haakan Alcser
Production Manager: Russell W Stark
Production Manager: Esther H Ullman

Proposal #:   no data

Description: SRO will screen and invite 500 adults over 65 years of age residing in Austin, TX to complete an in-person interview and follow up assessments. The primary aims of this study are to examine the effects of members of one's social network versus others encountered in terms of the quality of the relationship as well as physical, emotional and cognitive functions associated with social interactions among adults older than 65 residing in the Austin Metropolitan Statistical Area.

The screening interview will be conducted in the Survey Services Lab (SSL). The main interview will be conducted in person in the respondent's home by local field staff. The main interview will collect information on demographic characteristics, social networks, and emotional, cognitive and physical functioning including walking speed and grip strength. At the end of the main interview, the interviewer will instruct the respondent on using an Android device (smartphone) programmed with the Electronically Activated Recorder (EAR) and daily surveys (mobile-ecological momentary assessment: mEMA) as well as a microphone for the recordings and a wrist Actigraph. The interviewer will explain the instructions for each of the three monitoring systems: EAR, mEMA and the Actigraph. Participants will use the 3 devices during a 4-day (intensive) data collection period starting on a Thurs, Fri or Sat to encompass 2 weekend days and 2 weekdays. The interviewer will leave the devices and instructions with the respondent and schedule a time to return to pick them up after the 4-day period. The interviewer will also leave a self-administered paper questionnaire with the respondent. The respondent will be instructed to complete the questionnaire on their own and return it to the University of Texas.The interviewer will also be responsible for daily reminder/troubleshooting calls to the respondent.

SRO Project Period   01/2016 - 04/2017
Data Col Period
Security Plan   NA
Milestone Dates

PreProduction Start: 01/01/2016	**Pretest Start:**
Pretest End:	**Recruitment Start:** 06/15/2016
Staffing Completed: 07/25/2016	**GIT Start:** 08/27/2016
SS Train Start: 10/17/2016	**SS Train End:** 10/20/2016
DC Start: 10/22/2016	**DC End:**

Other Project Team Members: Karl Dinkelmann, Marsha Skoman, Lisa Quist, Holly Ackerman, Dan Zahs, Paul Burton, Grace Tison, Suzanne Hodge

Other Project Names: Daily Experiences and Well-Being (DEWS)

Sample Mgmt Sys   SurveyTrak
Data Col Tool   Blaise 4.8; SAQ; Other (mEMA and EAR app on Android, Actical)
Hardware   Laptop; Tablet; [UM cell] Phone; Paper and Pencil; Other (Android device, Actical device)
DE Software   NA
QC Recording Tool   DRI-CARI; Live monitoring
Incentive   Yes, R
   Administration   NA
   Payment Type   Cash, prepaid ($1); Cash, post ($50 + $100)
   Payment Method   Interviewer payment of cash (reimbursed/reconciled via Tenrox); Imprest Cash Fund from ISR Business Office

Report Period	Jan, 2017 (SN&WB)	**Project Phase**	Initiation

Risk Level   *Some Concerns*

Monthly Update   Data collection continues slightly under goals, more sample was released to the SSL for screening at the beginning of January and this should help the field with setting up appointments, however the PI is also focusing on "quota's" for certain groups (males, African American, Hispanic) and many of these cases are "harder" get and require more effort. The PI did provide assurances of more funding for the projected overrun (primarily due to addtional tasks for R's and interviewers and increased interviewer hours required).

Special Issues   PI is focused on specific quota's that are challenging for this age group and demographic, we will continue to work with PI's and sampling team and production managers to devise best strategies for screening and interviewing

Cost
Jan 31, 2017

Total Cost to Date (Direct + Indirect):	577,507.39
Estimated Cost at Completion (E$AC):	848,171.39
Total Budget:	800,911.00
Variance (Budget minus E$AC):	-47,260.39
Reason For Variance:	PI has reviewed reasons for overrun and has agreed to cover. She has sent memo to this effect.

Projections
Jan 31, 2017

Dollars Projected For Month:	169,496.74
Actual Dollars Used:	114,524.57
Variance (Projected minus Actual):	54,972.17
Reason For Variance:	Production is behind goals so interviewer hours and respondent incentives will be pushed forward to future months

Measures

	Units Complete	RR	HPI
Current Goal:	230		10.0
Goal at Completion:	300		8.8
Current actual:	196	..43	11.1
Estimate at Complete:	300		
Variance:			

Other Measures   Goal: Identify 500 eligible respondents via telephone screener, 350 agree to complete interview, 300 complete main interview and all additional components (EAR, mEMA, Actical) for full duration.

Project Name	Stress and Wellbeing in Everyday Life (SWEL)
Project Mode	Primary: Face to Face Secondary: Observation Total of Modes: 2
Project Type	Sponsored Projects **Project Status** Current
Budget	**Direct Budget:** 441,062.00 **InDirect Budget:** 242,585.00 **Total Budget:** 683,647.00
Principal Investigator/Client	Kira Birditt (UM ISR Life Course Development) Toni Antonucci (UM ISR Life Course Development)
Funding Agency	
IRB	**HUM#:** TBD **Period Of Approval:** TBD
Project Team	**Project Lead:** Piotr Dworak **Budget Analyst:** Janelle P Cramer **Production Manager:** Derek Dubuque **Senior Project Advisor:** Kirsten Haakan Alcser **Production Manager:** **Production Manager:**
Proposal #:	no data
Description:	SWEL is a study to assess the role of cardiovascular stress in daily lives among matched test and control groups of ethnic minority and white respondents. Data collected via an interviewer-administered 30-min instrument, followed by a 4-day measurement of cardiovascular activity using a wearable biometric device, and 6-per-day self-administered momentary assessments. Data collection goal: 300 CAPI interviews (79% RR on sample of ~380), revised to test/control setup in which 150 interviews are needed from 173 test subjects (87% RR) and 150 interviews from the 307 control subjects (48% RR). Sample: Participants in Wave 3 of Social Relations (2014) from the Detroit tri-county area. Data collection period: estimated for 13 weeks but both the staffing levels and the proposed data collection pace is being discussed with the client given the availability of the wereable devices.
SRO Project Period	12/2016 - 10/2017
Data Col Period	06/2017 - 09/2016
Security Plan	NA

Milestone Dates

PreProduction Start:	03/01/2017	**Pretest Start:**	05/15/2017
Pretest End:	05/29/2017	**Recruitment Start:**	03/20/2017
Staffing Completed:	04/29/2017	**GIT Start:**	06/05/2017
SS Train Start:	06/06/2017	**SS Train End:**	06/09/2017
DC Start:	06/11/2017	**DC End:**	10/14/2017

Other Project Team Members:	
Other Project Names:	Racial Disparities in Health: The Roles of Stress, Social Relations, and the Cardiovascular System
Sample Mgmt Sys	MSMS
Data Col Tool	Blaise 4.8; Blaise 5
Hardware	Laptop
DE Software	NA
QC Recording Tool	Camtasia
Incentive	Yes, R
Administration	SRO Group
Payment Type	Cash, prepaid (2); Cash, post (30); Other (Cash post biomarker)
Payment Method	Check through other system (MSMS); Interviewer payment of cash (reimbursed/reconciled via Tenrox) (MSMS)

Report Period	Jan, 2017 (SWEL) **Project Phase** Implementing
Risk Level	On Track
Monthly Update	We are in three phases of development:

1) information gathering: we are still defining the project scope and work closely with the client to learn about the devices, assess implementation strategies to accomplish project needs (implement momentary surveys and roll-out offline CAPI under MSMS). We are making good progress on all fronts.

2) Pilot cooperation: we assist client with their pilot launching in early March and use it as an opportunity to test our systems for collecting the momentary survey data using a mobile survey programmed in Blaise 5.

3) Production development: this phase has slowed down a bit given the requested delay of data collection start from May to June, however, we continue making progress on MSMS programming, integration of momentary surveys, CAPI programming, and materials preparation.

Special Issues

We continue to monitor and record any scope changes including a) increased RR expectations b) the number of and the type of wearable devices used in the study (proposal called for one "ring" whereas we are piloting an EKG BodyGuardian device) c) the client is still piloting all wearable devices and final decisions as to which device will be used are still pending.

Cost
Feb 07, 2017

Total Cost to Date (Direct + Indirect):	14,987.44
Estimated Cost at Completion (E$AC):	570,337.86
Total Budget:	683,647.00
Variance (Budget minus E$AC):	113,310.14
Reason For Variance:	Piotr needs to make a correction to budget projections, not all of the proposed hours are yet allocated, data collection time needs to be extended based on scope changes. Also, some hours are billed by staff of lower seniority / less expensive.

Projections
Feb 07, 2017

Dollars Projected For Month:	28,179.79
Actual Dollars Used:	13,444.51
Variance (Projected minus Actual):	14,735.28
Reason For Variance:	The project has slowed down due to client's decision to postpone data collection by one month (from May to June) to accommodate device pilot (pilot is executed by the client's team).

Measures

	Units Complete	RR	HPI
Current Goal:			
Goal at Completion:	300	87% / 48%	5.8
Current actual:	0		
Estimate at Complete:			8.2
Variance:			

Other Measures

Test: 87%RR = 150 / 173 blacks
Control: 48% = 150 / 307 match 1 or 2

Project Name	Surveys of Consumer Attitudes (SCA 2017)
Project Mode	Primary: Telephone Total of Modes: 1
Project Type	Sponsored Projects **Project Status** Current
Budget	***Direct Budget:*** 0.00 ***InDirect Budget:*** 0.00 ***Total Budget:*** 0.00
Principal Investigator/Client	Dr. Richard T. Curtin (SRC)
Funding Agency	Bloomberg, others for Riders.
IRB	***HUM#:*** ***Period Of Approval:***

Project Team

Project Lead:	Joseph Matthew Matuzak
Budget Analyst:	Dean E Stevens
Production Manager:	
Senior Project Advisor:	Mary P Maher
Production Manager:	
Production Manager:	

Proposal #:	no data
Description:	The monthly Surveys of Consumers are a series of nationally representative surveys with households in the contiguous United States. The SCA is designed to measure changes in consumer attitudes and expectations. The objectives of the surveys are to learn what consumers think about economic events under varying circumstances and to determine why they think and behave as they do. Since changes in attitudes and expectations occur in advance of behavior, measures of consumer attitudes and expectations can act as leading indicators of aggregate economic activity. The survey measures are not intended to establish the absolute level of consumer sentiment at any given time. The SCA is intended to measure change. Each month the SSL interviewing staff obtains 600 interviews.
SRO Project Period	12/2016 - 12/2017
Data Col Period	12/2016 - 12/2017
Security Plan	NA

Milestone Dates

PreProduction Start:	***Pretest Start:***
Pretest End:	***Recruitment Start:***
Staffing Completed:	***GIT Start:***
SS Train Start:	***SS Train End:***
DC Start:	***DC End:***

Other Project Team Members:	Dave Dybicki Ann Munster Kelley Popielarz Pamela Swanson Jennie Williams LaVelvet Harrison Paul Burton
Other Project Names:	
Sample Mgmt Sys	SMS
Data Col Tool	Blaise 4.8
Hardware	Desktop
DE Software	Blaise 4.8 BIA
QC Recording Tool	DRI-CXM
Incentive	Not used
Administration	SRO Group
Payment Type	NA
Payment Method	NA

Report Period	Jan, 2017 (SCA 2017) **Project Phase** Implementing
Risk Level	*On Track*
Monthly Update	SCA completed its January study a day early, finishing with 601 completed interviews with the desired split: 400 RDDs

and 201 Recons. This was done with an longer instrument of 34.0 minutes in length, using 1928.4 interviewer hours and a 3.21 HPI. Five additional interviewers were added into the study, including two who had worked on the study previously. Because the way the holidays fell would have shortened the data collection period significantly, we began the study during the winter break, and completed 117 interviews before the new year began. This allowed us to have a solid prelim total of 396 interviews.

Special Issues

SCA is continuing to hire on an on-going basis, as it needs to scale its interviewing staff up to the point where it doesn't struggle getting the needed hours before prelim. Recruiting and screening is continuing.

Cost
Feb 01, 2017

Total Cost to Date (Direct + Indirect):	0.00
Estimated Cost at Completion (E$AC):	0.00
Total Budget:	0.00
Variance (Budget minus E$AC):	0.00
Reason For Variance:	At this point, the study does not have an approved 2017 budget.

Projections
Feb 01, 2017

Dollars Projected For Month:	0.00
Actual Dollars Used:	0.00
Variance (Projected minus Actual):	0.00
Reason For Variance:	

Measures

	Units Complete	RR	HPI
Current Goal:			-1
Goal at Completion:	600	9	3.2
Current actual:			
Estimate at Complete:	601	8	3.21
Variance:	1	-1	0.01

Other Measures