

# ***Survey Research Operations***

## ***Monthly Project Report***

### ***Sponsored Projects***

***May 2017***



## Sponsored Projects

*(ABCD) Adolescent Brain Cognitive Development*  
*(A-STARRS LS) Army Study to Assess Risk and Resilience in Servicemembers-Longitudinal Study*  
*(DMACS) Detroit Metropolitan Area Survey*  
*(EARDS) Empirical Assessment of Respondent Driven Sampling*  
*(HCAP 2016) Harmonized Cognitive Assessment Protocol*  
*(HRS 2016) Health and Retirement Study*  
*(HCDC, H&C) Housing & Children*  
*(HRS LHMS 2017) Life History Mail Survey*  
*(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*  
*(SN&WB) Social Networks and Well Being*  
*(SWEL) Stress and Wellbeing in Everyday Life*  
*(SCA 2017) Surveys of Consumer Attitudes*

<b>Project Name</b>	Adolescent Brain Cognitive Development (ABCD)												
<b>Project Mode</b>	Primary: Mixed	Secondary: Mixed	Total of Modes: 2										
<b>Project Type</b>	Sponsored Projects	<b>Project Status</b>	Current										
<b>Budget</b>	<b>Direct Budget:</b> 277,805.00	<b>Indirect Budget:</b> 0.00	<b>Total Budget:</b> 430,596.00										
<b>Principal Investigator/Client</b>	Mary Heitzeg (UM Dept of Psychiatry)												
<b>Funding Agency</b>	NIH												
<b>IRB</b>	<b>HUM#:</b> HUM00106316	<b>Period Of Approval:</b>	9/10/2015-1/7/2017										
<b>Project Team</b>	<b>Project Lead:</b> Karin Schneider <b>Budget Analyst:</b> Janelle P Cramer <b>Production Manager:</b> _UnAssigned <b>Senior Project Advisor:</b> Stephanie A Chardoul <b>Production Manager:</b> _UnAssigned <b>Production Manager:</b> _UnAssigned												
<b>Proposal #:</b>	no data												
<b>Description:</b>	<p>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.</p> <p>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.</p> <p>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.)</p>												
<b>SRO Project Period</b>	05/2016 - 03/2018												
<b>Data Col Period</b>	05/2016 - 02/2018												
<b>Security Plan</b>	NA												
<b>Milestone Dates</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;"><b>PreProduction Start:</b> 05/15/2016</td> <td style="padding: 5px;"><b>Pretest Start:</b></td> </tr> <tr> <td style="padding: 5px;"><b>Pretest End:</b></td> <td style="padding: 5px;"><b>Recruitment Start:</b> 05/20/2016</td> </tr> <tr> <td style="padding: 5px;"><b>Staffing Completed:</b> 05/20/2016</td> <td style="padding: 5px;"><b>GIT Start:</b></td> </tr> <tr> <td style="padding: 5px;"><b>SS Train Start:</b></td> <td style="padding: 5px;"><b>SS Train End:</b></td> </tr> <tr> <td style="padding: 5px;"><b>DC Start:</b> 05/20/2016</td> <td style="padding: 5px;"><b>DC End:</b> 02/28/2018</td> </tr> </table>			<b>PreProduction Start:</b> 05/15/2016	<b>Pretest Start:</b>	<b>Pretest End:</b>	<b>Recruitment Start:</b> 05/20/2016	<b>Staffing Completed:</b> 05/20/2016	<b>GIT Start:</b>	<b>SS Train Start:</b>	<b>SS Train End:</b>	<b>DC Start:</b> 05/20/2016	<b>DC End:</b> 02/28/2018
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<b>DC Start:</b> 05/20/2016	<b>DC End:</b> 02/28/2018												
<b>Other Project Team Members:</b>													
<b>Other Project Names:</b>	Adolescent Brain Cognitive Development												
<b>Sample Mgmt Sys</b>	NA												
<b>Data Col Tool</b>	NA												
<b>Hardware</b>	NA												
<b>DE Software</b>	NA												
<b>QC Recording Tool</b>	NA												
<b>Incentive</b>	NA												
<b>Administration</b>	NA												
<b>Payment Type</b>	NA												
<b>Payment Method</b>	NA												

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<b>Report Period</b>	May, 2017 (ABCD)	<b>Project Phase</b>	Implementing
<b>Risk Level</b>	On Track		
<b>Monthly Update</b>	We continue to do well, PI is happy with "flow" of clinic recruits that are following our school recruits. We expect things to slow way down for the summer.		

**Special Issues**

None

**Cost**

Apr 10, 2017

*Total Cost to Date (Direct + Indirect):* 150,300.00  
*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**

Apr 10, 2017

*Dollars Projected For Month:* 14,900.00  
*Actual Dollars Used:* 7,404.00  
*Variance (Projected minus Actual):* 0.00  
*Reason For Variance:*

We are using fewer hours than projected due to have met our goals (and less activity as school year is in final quarter). Less recruitment going on.

**Measures**

	Units Complete	RR	HPI
<i>Current Goal:</i>	54		
<i>Goal at Completion:</i>	70		
<i>Current actual:</i>	68		
<i>Estimate at Complete:</i>			
<i>Variance:</i>			

**Other Measures**

<b>Project Name</b>	Army Study to Assess Risk and Resilience in Servicemembers-Longitudinal Study (A-STARRS LS)												
<b>Project Mode</b>	Primary: Web	Secondary: Telephone	Total of Modes: 3										
<b>Project Type</b>	Sponsored Projects		<b>Project Status</b> Current										
<b>Budget</b>	<b>Direct Budget:</b> 8,218,215.00	<b>Indirect Budget:</b> 4,520,018.00	<b>Total Budget:</b> 12,738,233.00										
<b>Principal Investigator/Client</b>	James Wagner (University of Michigan) Robert Ursano (Uniformed Services University of the Health Scienc) Murray Stein (University of California San Diego)												
<b>Funding Agency</b>	Department of Defense												
<b>IRB</b>	<b>HUM#:</b> HUM00099203	<b>Period Of Approval:</b>	2/18/2016-2/17/2017										
<b>Project Team</b>	<b>Project Lead:</b> Nancy J Gebler <b>Budget Analyst:</b> William Lokers <b>Production Manager:</b> Ruth B Philippou <b>Senior Project Advisor:</b> Mary P Maher <b>Production Manager:</b> Meredith A House <b>Production Manager:</b> Margaret Lee Hudson												
<b>Proposal #:</b>	no data												
<b>Description:</b>	<p>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 from 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.</p>												
<b>SRO Project Period</b>	02/2015 - 11/2019												
<b>Data Col Period</b>	10/2015 - 11/2019												
<b>Security Plan</b>	NA												
<b>Milestone Dates</b>	<table border="1" style="width: 100%;"> <tr> <td><b>PreProduction Start:</b> 02/01/2015</td> <td><b>Pretest Start:</b> 10/14/2015</td> </tr> <tr> <td><b>Pretest End:</b> 03/31/2016</td> <td><b>Recruitment Start:</b></td> </tr> <tr> <td><b>Staffing Completed:</b></td> <td><b>GIT Start:</b></td> </tr> <tr> <td><b>SS Train Start:</b></td> <td><b>SS Train End:</b></td> </tr> <tr> <td><b>DC Start:</b> 09/12/2016</td> <td><b>DC End:</b> 09/30/2019</td> </tr> </table>			<b>PreProduction Start:</b> 02/01/2015	<b>Pretest Start:</b> 10/14/2015	<b>Pretest End:</b> 03/31/2016	<b>Recruitment Start:</b>	<b>Staffing Completed:</b>	<b>GIT Start:</b>	<b>SS Train Start:</b>	<b>SS Train End:</b>	<b>DC Start:</b> 09/12/2016	<b>DC End:</b> 09/30/2019
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<b>SS Train Start:</b>	<b>SS Train End:</b>												
<b>DC Start:</b> 09/12/2016	<b>DC End:</b> 09/30/2019												
<b>Other Project Team Members:</b>	Andrew Hupp, Heather Schroeder, Leah Roberts, Ryan Yoder, Andrew Piskowrowski, Lisa Lewandowski-Romps, Lamont Manley, Emily Blaczyk, Genise Pattulo, Derek Dubuque, Keith Liebetreu												
<b>Other Project Names:</b>													
<b>Sample Mgmt Sys</b>	MSMS												
<b>Data Col Tool</b>	Blaise 5												
<b>Hardware</b>	Desktop												
<b>DE Software</b>	N/A												
<b>QC Recording Tool</b>	Live monitoring												
<b>Incentive</b>	Yes, R												
<b>Administration</b>	SRO Group												
<b>Payment Type</b>	Check, post (\$50-\$100); Cash, prepaid (\$2 (or Challenge coin)); Other (Army STARRS challenge coin (provide												
<b>Payment Method</b>	Check through other system (MSMS); Imprest Cash Fund from ISR Business Office (MSMS); Other (Army STA												

<b>Report Period</b>	May, 2017 (A-STARRS LS)	<b>Project Phase</b>	Implementing
<b>Risk Level</b>	Some Concerns		
<b>Monthly Update</b>	<p>This report provides a summary of the May activities of the Michigan team for the STARRS LS project, as well as our monthly expenses for April 2017 and estimated cost to complete for Years 1-5 of the project. The cost estimates are not commitments to our final cost or scope, but are intended for planning purposes to give the Principal Investigators our current and best estimates of Michigan activities and costs through November 2019.</p>		

**BLUF:**

- Production data collection continues. We released sample replicates 16 and 17 this month, bringing the total number of released sample lines to 32,125.
- A total of 7,754 main Wave 1 interviews have been completed as of May 25. Production updates are being provided weekly to the research team via email, and a summary of data collection results is included in this report.
- We began locating activities for the first Phase 5 (end game) sample releases. End Game data collection is scheduled to begin June 7.
- We received IRB approval for protocol modification #10 and ORIO #5 (safety plan protocol deviation), and submitted ORIO #6.
- Enclave user support continues. We received the replacement server for the Enclave and the team is working on getting it set up and ready for Army review.
- Several of our team members presented methodological papers at annual meetings of the American Association for Public Opinion Research (AAPOR) and International Field Directors and Technologies Conference.

**Activities for May 2017 include:****Project Management and Planning:**

- We continued production data collection through the month. We are sending weekly production updates to the PIs, and report on production progress on the call with the Army/ODUSA.
- We continued to meet weekly to coordinate safety plan and address lookup activities with the ODUSA.
- We received an additional 18,000 STARRS Challenge coins this month. We notified the Army that we are reducing the sample, but they have decided to ask the vendor to fulfill the entire order (72,000 coins). We will arrange to store the excess coins in case the project team wants to use them later.
- We received IRB acknowledgement for our fifth IRB protocol deviation, and submitted documentation for another protocol deviation that is currently being reviewed by our IRB.
- We received approval for the 10th IRB protocol modification, and are preparing another modification outlining the decisions on subsampling rates and final contact protocols to be used for the remainder of Wave 1 data collection.
- We are setting up planning meetings to discuss possible upgrades to the technical systems for Wave 2 data collection.
- We have begun thinking through what it will take to design and implement a large-scale group survey administration using tablets. This would be used to refresh the STARRS-LS sample with a NSS-type survey in Basic Combat Training sites.
- Our team completed five presentations at the International Field Directors and Technologies Conference, and one at the AAPOR annual conference.

**Enclave and User Support:**

- Members of the Enclave IT team continued to maintain security requirements for the Enclave hardware.
- We received the replacement server. It will take 2-3 months to configure the equipment, and complete the required Army review and approval before it can be put into service.
- Background check and Flux user access requests have been processed throughout the month.
- 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.

**Data Collection Progress and Plans:**

- As of May 25, the production statistics are as follows:
  - o Replicates released: 1-17, with a total of 32,125 sample lines
  - o Completed Web main interviews: 6,552
  - o Completed CATI main interviews: 1,202
  - o Completed End Game interviews: 23 (19 Web, 4 IVR )
- Replicates 13-14 were completed this month. These were the last of the large (N=2,313) replicates.
- We migrated the Blaise program to Version 4 of the main survey questionnaire. This included a few minor corrections and additions to interviewer instructions.
- We began locating activities for the first sample releases of the Phase 5 (end game) work. We are scheduled to start end game data collection on June 7.
- Table 1 below provides the timeline for sample replicates 11-17, including main data collection and end game (Phase 5) activities.

**Table 1: Sample Size and Timelines for Current Sample Replicates**

	Repl. 11	Repl. 12	Repl. 13	Repl. 14	Repl. 15	Repl. 16	Repl. 17
Phase 1 Sample size	2,313	2,313	2,313	2,313	1,164	1,296	1,216
Phase 1 (letter, coin)	2/20-2/26	3/6-3/12	3/20-3/26	4/3-4/9	4/24-4/30	5/8-5/14	5/22-5/28
Phase 2 (email, text)	2/27-3/14	3/13-3/28	3/27-4/11	4/10-4/25	5/1-5/16	5/15-5/30	5/29-6/13
Phase 3 (\$50*, phone calls)	3/15-3/31	3/29-4/14	4/12-4/28	4/26-5/12	5/17-6/2	5/31-6/16	6/14-6/30

Phase 4 (\$100, phone calls) 4/1-4/11 4/15-4/25 4/29-5/9 5/13-5/23 6/3-6/13 6/17-6/27 7/1-7/11  
 Phase 5 Sample size 116 111 114 TBD TBD TBD TBD  
 Phase 5 (\$100, short iw) 6/7-6/25 6/14-7/2 6/21-7/9 6/28-7/16 7/5-7/23 7/19-8/6 8/2-8/20  
 \* Replicates 10-12 include an experiment offering \$50 and \$100 at Phase 3. Starting with Replicate 13, all Phase 3 participants are offered \$50.

#### Data Collection Results:

- Table 2 below show response rates by phase as of May 25.

Table 2: Response Rate by Replicate and Phase as of 25 May 2017: Replicates 11-17.

Rep 11	Rep 12	Rep 13	Rep 14	Rep 15	Rep 16	Rep 17			
Replicate Launch Date	20-Feb	6-Mar	20-Mar	3-Apr	24-Apr	8-May	22-May		
Sample Size	2,313	2,313	2,313	2,313	1,164	1,296	1,216		
Total Interviews	557	563	516	565	219	168	0		
Cumulative Weighted Resp Rate Ph1-4			32.4%	34.2%	30.3%	33.2%	22.0% #	13.0% #	0.0% #
Completion Rates by Phase*									
Phase 1 (letter, coin)	2.8%	2.5%	1.7%	2.3%	2.1%	2.1%	0.0% #		
Phase 2 (email, text msg)	12.8%	11.8%	13.1%	13.9%	14.3%	11.1% #	N/A		
Phase 3a (\$100, calls)	8.3%	12.0%	N/A	N/A	6.7% #	N/A	N/A		
Phase 3b (\$50, calls)	6.0%	9.7%	6.9%	9.9%	N/A	N/A	N/A		
Phase 4a (3a) (\$100, calls)		13.9%	14.7%	N/A	N/A	N/A	N/A		
Phase 4b (3b) (\$100, calls)		14.7%	14.5%	12.1%	12.1%	N/A	N/A	N/A	
Phase 5 (\$100, Short interview)		N/A	N/A	N/A	N/A	N/A	N/A		
Cumulative Weighted Resp Rate Ph 1-5		N/A	N/A	N/A	N/A	N/A	N/A		

\*Phase completion rates are conditional (% completes in that phase)

# Replicates 15-17 are still being worked; phase not complete.

#### Projections:

- Table 3 below provides our projections of total main and end game interviews for Waves 1 and 2, using our cost and response rate projections as of April 2017. We continue to monitor cost and response rate assumptions, and will update this table quarterly.

Table 3: Projected data Collection Counts: Main and End Game

Interview Type	April 2017 Projections
Wave 1 Main interviews	14,332
Wave 1 End game interviews	500
Wave 2 Main interviews	9,049
Wave 2 End game interviews	500

#### Safety Plan Results:

- Table 4 below provides safety plan counts and rates as of 25 May.

Table 4: Safety Plan Counts and Rates as of 25 May

# Started Interview (N)	% of starts	# of Completed Interviews	Safety Plan Checks
Michigan Clinicians	3,111	2,922	517 16.6%
Army Chaplains	5,215	4,851	296 5.7%
End Game IVR, manually processed		6	4 1 16.7%
Total Sample	8,332	7,777	814 9.8%

#### 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 \$342,987 in April 2017 on data collection, production support, project management, data management and reporting, and enclave support. We are currently projecting a deficit of \$106,861 for the total project (0.8% of the total budget), increasing our total cost estimate by \$65,836 from last month's report. We will continue to evaluate the cost and production assumptions and will update cost projections as needed. In addition, we continue to work on costs in all categories to bring and keep our total costs within the budgeted amount.

Table 5: STARRS LS Cost Report for April 2017

	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 through Mar 2017	\$217,678	\$777,237	\$147,621	\$133,328	\$1,275,864	
	Actual Costs for April 2017	\$40,076	\$215,962	\$37,167	\$49,781	\$342,987	
	Projected Costs May-Nov 2017	\$300,287	\$1,391,552	\$282,156	\$336,465	\$2,310,459	
	Total Year 3 Cost	\$558,041	\$2,384,751	\$466,944	\$519,574	\$3,929,310	
	Variance (\$158,033)	(\$403,356)	\$9,305	\$83,834	(\$468,250)		
Year 4	Budget	\$280,594	\$1,055,329	\$410,278	\$654,463	\$2,400,664	
	Year 4 Projected Total Cost	\$350,273	\$1,577,520	\$431,604	\$623,611	\$2,983,008	
	Variance (\$69,679)	(\$522,191)	(\$21,326)	\$30,852	(\$582,344)		
Year 5	Budget	\$263,619	\$805,264	\$418,806	\$636,637	\$2,124,326	
	Year 5 Projected Total Cost	\$333,553	\$1,171,643	\$440,811	\$592,072	\$2,538,079	
	Variance (\$69,934)	(\$366,379)	(\$22,005)	\$44,565	(\$413,753)		
	Total Budget	\$2,088,910	\$5,874,656	\$2,015,689	\$2,758,978	\$12,738,233	
	Total Projected Cost at Completion	\$2,676,509	\$5,668,369	\$2,071,497	\$2,428,720	\$12,845,094	
	Total Variance (\$587,599)	\$206,287	(\$55,808)	\$330,258	(\$106,861)		

\*Includes costs for the pilot, totaling \$134,000.

## Special Issues

### Areas of Risk, Mitigation Strategies:

We continue to track several areas of risk, and develop mitigation strategies.

- Respondent contact and participation.
  - o Our contact and cooperation rates remain stable, with a contact rate of 54% and participation rate of 61%.
  - o We continue to wait for the Army to determine if they can provide any additional address information for the STARRS-LS sample.
  - o We are adding individual lookups from Accurint to our end game protocol to see if that can help improve our contact rate.
- New technical systems.
  - o Our technical systems are performing well and we have worked out most of the major bugs. We continue to work on upgrades to our technical systems to increase efficiency and lower our project expenses.
  - o A new version of the Blaise software has been released, and we are evaluating the cost/quality tradeoffs of moving to the latest version of Blaise for Wave 2 data collection.
- Safety plan issues
  - o We now have had four protocol deviations on the Army side, where our promise of confidentiality has been broken. The ODUSA is working closely with the Chief of Chaplains office and has updated Chaplain information sheets and project documentation to try to avoid this type of problem in the future.
  - o Last month we met with the Michigan IRB administrators to explain the situation, and make sure we are doing everything possible to ensure participant confidentiality. We anticipate needing to meet with them again to discuss the latest safety plan protocol deviation (submitted May 25).

## Cost May 17, 2017

<b>Total Cost to Date (Direct + Indirect):</b>	5,013,547.00
<b>Estimated Cost at Completion (E\$AC):</b>	12,845,094.00
<b>Total Budget:</b>	12,738,233.00
<b>Variance (Budget minus E\$AC):</b>	-106,861.00
<b>Reason For Variance:</b>	We continue to adjust our costs each month, to reflect staffing and non-salary changes. This \$100K deficit is less than 1% of the total five year budget. We will make adjustments in future months to ensure that we end the project with as close to a zero variance as possible.

## Projections May 17, 2017

<b>Dollars Projected For Month:</b>	403,378.00
<b>Actual Dollars Used:</b>	342,986.00
<b>Variance (Projected minus Actual):</b>	60,392.00
<b>Reason For Variance:</b>	This month's under-run is due to fewer hours being worked than projected, and also some of the nonsalary projections were a little off.

## Measures

	Units Complete	RR	HPI
<b>Current Goal:</b>			
<b>Goal at Completion:</b>			
<b>Current actual:</b>			
<b>Estimate at Complete:</b>			
<b>Variance:</b>			

## 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	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:	<p>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.</p> <p>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.</p>																								
SRO Project Period	04/2016 - 02/2017																								
Data Col Period	07/2016 - 03/2017																								
Security Plan	NA																								
Milestone Dates	<table><tr><td>PreProduction Start:</td><td>04/01/2016</td><td>Pretest Start:</td><td></td></tr><tr><td>Pretest End:</td><td></td><td>Recruitment Start:</td><td>07/01/2016</td></tr><tr><td>Staffing Completed:</td><td></td><td>GIT Start:</td><td></td></tr><tr><td>SS Train Start:</td><td>10/17/2016</td><td>SS Train End:</td><td></td></tr><tr><td>DC Start:</td><td>10/03/2016</td><td>DC End:</td><td></td></tr></table>					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:	
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:**

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

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<b>Report Period</b>	May, 2017 (DMACS)	<b>Project Phase</b>	Implementing
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<b>Risk Level</b>	<i>Some Concerns</i>
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<b>Monthly Update</b>	During May 2017, SRO activities included the following:
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Task 1: Management, Budget and Work Plan

- Extended timeline for Wave 2 defined
- Budget estimates updated to reflect continued efforts

Task 2: Sampling

- Third Wave 2 preload prepared, which includes Wave 1 cases where missing respondent names were identified via interviewer face-to-face efforts

Task 3: Questionnaire Development

Task 4: CAI Programming

Task 5: Systems Programming

- Wave 2 sample pushed to interviewers for reminder calling
- Preload adjusted on ongoing basis to allow proper data entry for PAPI returns
- Wave 1 missing respondent data pulled from field interviewers, as they have completed their FTF visits

Tasks 6, 7: Interviewer Recruitment & Hiring, Training

- Weekly Interviewer meetings conducted.
- Training of data entry staff conducted for Wave 2

Task 8: Main Data Collection

- Respondent Incentive payments processed on a weekly basis.
- Tracking of missing respondent payment information completed, with interviewers going door to door to collect missing respondent data, and providing incentive payments FTF. 33 or 44 respondents were identified thus far, with the data for a few more not yet processed. One respondent refused to provide name or participate further, one provided name but refused incentive.
- PAPI returns and data entry happening on an ongoing basis
- Wave 2 has 293 web interviews and 124 PAPIs completed as of May 31st

Task 9: Post Collection Processing

Task 10: Weighting

- Weighting completed for Wave 1 and delivered to PIs.

Task 11: Final Data Deliverables

Cost information: Kresge Foundation funding

Total survey funding awarded:	\$	256,770
Total Expended as of 3/31/2017	\$	244,678
Expected cost at complete	\$	274,114
Expected Variance:	\$	(17,345)

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 right about that (\$17,345), as we continue to run late on the project. Now that the face-to-face effort on respondent tracking has completed we will fully know what the travel costs will be and will be able to have a more concrete estimate. We expect costs to reduce substantially in June as we wind the project down. We will continue to monitor costs carefully and work with the Pls 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, primarily because we are well behind schedule. Wave 2 has more web completes than PAPI, so that has helped in the process.
- 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 while we surpassed our Wave 1 goal, we did so with an imbalance in the expected response by mode, with a much higher PAPI response than was desired. The adjustment to the Wave 2 data collection process to try to stimulate more web response has thus far helped, as if we hit our Wave 2 goal we will end up with more than 60% of the responses being on the web, compared to an 43% rate in Wave 1. But this process has had an impact on effort and cost levels, as well as timeline. 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, but is starting to wind down. We expect to end data collection by the end of June, and use part of July for final reports.

## Cost May 15, 2017

<b>Total Cost to Date (Direct + Indirect):</b>	244,677.93
<b>Estimated Cost at Completion (E\$AC):</b>	274,114.20
<b>Total Budget:</b>	256,769.00
<b>Variance (Budget minus E\$AC):</b>	-17,345.20
<b>Reason For Variance:</b>	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 May 15, 2017

<b>Dollars Projected For Month:</b>	0.00
<b>Actual Dollars Used:</b>	0.00
<b>Variance (Projected minus Actual):</b>	0.00
<b>Reason For Variance:</b>	Data collection costs were pushed forward since the project continues to operate on an extended timeline.

## Measures

	Units Complete	RR	HPI
<b>Current Goal:</b>	712		1.0
<b>Goal at Completion:</b>	712		1.0
<b>Current actual:</b>	714		
<b>Estimate at Complete:</b>	714		
<b>Variance:</b>	2		

## Other Measures

Wave 2 goal: 460 completes. Currently: 237 completes.

<b>Project Name</b>	Empirical Assessment of Respondent Driven Sampling (EARDS)					
<b>Project Mode</b>	Primary: Face to Face      Total of Modes: 1					
<b>Project Type</b>	Sponsored Projects		<b>Project Status</b>	Current		
<b>Budget</b>	<b>Direct Budget:</b>	151,337.00	<b>Indirect Budget:</b>	83,234.00 <b>Total Budget:</b> 234,871.00		
<b>Principal Investigator/Client</b>	Sunghee Lee (ISR)					
<b>Funding Agency</b>						
<b>IRB</b>	<b>HUM#:</b>		<b>Period Of Approval:</b>			
<b>Project Team</b>	<b>Project Lead:</b>	Sara D Freeland				
	<b>Budget Analyst:</b>	Dean E Stevens				
	<b>Production Manager:</b>	Sara D Freeland				
	<b>Senior Project Advisor:</b>	Kirsten Haakan Alcser				
	<b>Production Manager:</b>	James Koopman				
	<b>Production Manager:</b>					
<b>Proposal #:</b>	no data					
<b>Description:</b>	This project has been funded to assess the feasibility of a Respondent Driven Sampling plan involving Korean Americans and Intravenous Drug Users (IDU). The effort focusing on Korean Americans is being done in Los Angeles and overseen by the PI and her staff. SRO's involvement centers on the IDU sample, which will take place in the Great Detroit area. The IDU sample portion of the project is expected to start in the fall of 2016, beginning with focus groups. This part of the project will also include staffing field interviewers to manage in person ACASI survey data collection at 3 different sites in the Greater Detroit area.					
<b>SRO Project Period</b>	10/2016 - 10/2017					
<b>Data Col Period</b>	05/2017 - 08/2017					
<b>Security Plan</b>	NA					
<b>Milestone Dates</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> <b>PreProduction Start:</b>  <b>Pretest End:</b>  <b>Staffing Completed:</b>  <b>SS Train Start:</b>  <b>DC Start:</b> </td> <td style="width: 50%; vertical-align: top;"> <b>Pretest Start:</b>  <b>Recruitment Start:</b>  <b>GIT Start:</b>  <b>SS Train End:</b>  <b>DC End:</b> </td> </tr> </table>				<b>PreProduction Start:</b> <b>Pretest End:</b> <b>Staffing Completed:</b> <b>SS Train Start:</b> <b>DC Start:</b>	<b>Pretest Start:</b> <b>Recruitment Start:</b> <b>GIT Start:</b> <b>SS Train End:</b> <b>DC End:</b>
<b>PreProduction Start:</b> <b>Pretest End:</b> <b>Staffing Completed:</b> <b>SS Train Start:</b> <b>DC Start:</b>	<b>Pretest Start:</b> <b>Recruitment Start:</b> <b>GIT Start:</b> <b>SS Train End:</b> <b>DC End:</b>					
<b>Other Project Team Members:</b>						
<b>Other Project Names:</b>	PATH (Positive Assessment Towards Health)					
<b>Sample Mgmt Sys</b>	SurveyTrak					
<b>Data Col Tool</b>	Blaise 4.8					
<b>Hardware</b>	Laptop					
<b>DE Software</b>	Blaise 4.8 BIA					
<b>QC Recording Tool</b>	N/A					
<b>Incentive</b>	Yes, R					
<b>Administration</b>	SRO Group					
<b>Payment Type</b>	Cash, post (\$30/Main interview \$10/coupon interview(up to 3)\$5 if ineligible)					
<b>Payment Method</b>	NA					

<b>Report Period</b>	May, 2017 (EARDS)	<b>Project Phase</b>	Implementing
<b>Risk Level</b>	On Track		
<b>Monthly Update</b>	We are implementing a new 'phone protocol'. This has meant more programming and testing time. Seed recruitment continues to be an issue in Macomb and Port Huron. Production has increased and we've seen fewer missed appointments at the end of the month than we did in the beginning of the month.		
<b>Special Issues</b>	We are still implementing technical fixes for the project and are behind schedule. This should not affect our ability to collect accurate data.		

**Cost**  
**May 24, 2017**

**Total Cost to Date (Direct + Indirect):** 84,318.68  
**Estimated Cost at Completion (E\$AC):** 243,519.35  
**Total Budget:** 234,871.00  
**Variance (Budget minus E\$AC):** -8,948.35  
**Reason For Variance:** Extra programmer time needed to make the ST and instrument updates requested by the PI

**Projections**  
**May 24, 2017**

**Dollars Projected For Month:** 12,289.00  
**Actual Dollars Used:** 28,567.61  
**Variance (Projected minus Actual):** 16,278.61  
**Reason For Variance:** Extra programming was needed this month. We updated the instrument and protocols.

**Measures**

	Units Complete	RR	HPI
<b>Current Goal:</b>	40		
<b>Goal at Completion:</b>	400		
<b>Current actual:</b>	34		
<b>Estimate at Complete:</b>			
<b>Variance:</b>			

**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:	<p>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.</p> <p>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.</p>														
SRO Project Period	01/2015 - 12/2017														
Data Col Period	05/2016 - 02/2017														
Security Plan	NA														
Milestone Dates	<table><tr><td>PreProduction Start:</td><td>Pretest Start:</td></tr><tr><td>Pretest End:</td><td>Recruitment Start:</td></tr><tr><td>Staffing Completed:</td><td>GIT Start:</td></tr><tr><td>SS Train Start:</td><td>SS Train End:</td></tr><tr><td>DC Start:</td><td>DC End:</td></tr></table>					PreProduction Start:	Pretest Start:	Pretest End:	Recruitment Start:	Staffing Completed:	GIT Start:	SS Train Start:	SS Train End:	DC Start:	DC End:
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 RPav System														

<b>Report Period</b>	May, 2017 (HCAP 2016)	<b>Project Phase</b>	Implementing
<b>Risk Level</b>	Some Concerns		
<b>Monthly Update</b>	On May 8 we released 418 new sample cases (release 8). Only 44 of those were flagged as priority (HRS Proxy). During May (1-29) we completed 237 interviews (Respondent and Informant combined). Priority was given to release 7 (all HRS proxy cases) and release 8 cases since they will end up being in the field for a shorter period compared to		

cases in earlier releases.

Since HRS will continue data collection through June 2017, we expect to get the final sample release in early to mid-July, and that release will include only HRS Proxy cases.

One more interviewer left the project due to health problems. Current count of interviewers is 36.

**Special Issues**

**Cost**

**May 15, 2017**

<b>Total Cost to Date (Direct + Indirect):</b>	3,996,251.59
<b>Estimated Cost at Completion (E\$AC):</b>	4,631,255.23
<b>Total Budget:</b>	4,476,719.00
<b>Variance (Budget minus E\$AC):</b>	-154,533.23
<b>Reason For Variance:</b>	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**

**May 15, 2017**

<b>Dollars Projected For Month:</b>	0.00
<b>Actual Dollars Used:</b>	0.00
<b>Variance (Projected minus Actual):</b>	0.00
<b>Reason For Variance:</b>	

**Measures**

	Units Complete	RR	HPI
<b>Current Goal:</b>			
<b>Goal at Completion:</b>			
<b>Current actual:</b>			
<b>Estimate at Complete:</b>			
<b>Variance:</b>			

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

<b>Report Period</b>	May, 2017 (HRS 2016)	<b>Project Phase</b>	Implementing
<b>Risk Level</b>	Some Concerns		
<b>Monthly Update</b>	During the month of May, data collection for the new cohort and panel components continued. A group of approximately 50 interviewers was identified to work the majority of the panel sample with focus to finish panel data collection by end of June 2017. The remaining interviewers will continue screening and baseline data collection. Preparations for a June training of 31 new hires continued.		

Technical Development: Minimal development in production systems continues (including SurveyTrak, WebTrak and WebLog).

Health and Retirement Study - 2017/18 technical development update – May 2017

#### Milestones

- Web pilot 'online' (MSMS + Blaise 5) - second week in July 2017, n=300
- CAPI mode pilot 'offline' - third/fourth week in July 2017 (SSL and Field interviewers)
- Key decision point - late August/early September 2017 – systems and modes for 2018 (MSMS/B5/B4.8/ST) based experience and outcomes to that point.

Month update is attached.

#### Special Issues

##### Cost

Apr 30, 2017

**Total Cost to Date (Direct + Indirect):** 30,137,698.49  
**Estimated Cost at Completion (E\$AC):** 37,981,904.80  
**Total Budget:** 33,579,127.00  
**Variance (Budget minus E\$AC):** -4,402,777.80  
**Reason For Variance:** Projections have been refined to add June New Cohort trainings and to extend data collection for panel into June and New Cohort into December 2017.

##### Projections

Apr 30, 2017

**Dollars Projected For Month:** 951,429.32  
**Actual Dollars Used:** 1,109,712.58  
**Variance (Projected minus Actual):** -158,283.26  
**Reason For Variance:** Actual dollars for the month of April came in over projections due to postage, travel, and training logistics costs being higher than projected.

#### Measures

	Units Complete	RR	HPI
<b>Current Goal:</b>	23,569	85%	7.45
<b>Goal at Completion:</b>	23,569	85	7.45
<b>Current actual:</b>	19,358	69%	8.19
<b>Estimate at Complete:</b>	23,569	85	8.0
<b>Variance:</b>			

#### Other Measures

Goal for New Cohort is 5,228 interviews.  
 Goal for Panel lws 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**

<b>PreProduction Start:</b> 04/01/2016	<b>Pretest Start:</b> 10/24/2016
<b>Pretest End:</b> 12/31/2016	<b>Recruitment Start:</b> 06/01/2016
<b>Staffing Completed:</b> 05/02/2017	<b>GIT Start:</b> 04/30/2017
<b>SS Train Start:</b> 05/10/2017	<b>SS Train End:</b> 05/18/2017
<b>DC Start:</b> 05/22/2017	<b>DC End:</b> 05/23/2018

**Other Project**

**Team Members:**

**Other Project****Names:****Sample Mgmt Sys****Data Col Tool****Hardware****DE Software****QC Recording Tool****Incentive****Administration****Payment Type****Payment Method**

SurveyTrak; SMS

Blaise 4.8; SAQ

Laptop; Desktop; [UM cell] Phone; Paper and Pencil; Other (laser measurement device)

Blaise 4.8 BIA ; External vendor (TBD)

DRI-CARI

Yes, R; Yes, INF; Yes, Other (screening households)

SRO Group

Cash, prepaid (\$5 for subsample); Cash, post (\$75 adult, \$50 child); Other (child gift &lt;\$5, Finders fee \$10, child

Interviewer payment of cash (reimbursed/reconciled via Tenrox); Imprest Cash Fund from ISR Business Office

**Report Period**

May, 2017 (HCDC, H&amp;C)

**Project Phase**

Implementing

**Risk Level***Some Concerns***Monthly Update**

During May 2017, 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 and modify questionnaires
- Prepared initial invoices and invoice documentation. Updated invoice receivables schedule.
- Estimated project spending to end of September. Began process to revised current and past invoices to conform to PI request to change allocation of expenses by funding agency.
- Revised contract language to allow for flexibility in invoicing to conform to funding constraints and deadlines.
- Reviewed/monitored spending compared to budget. Revised monthly projections.
- Worked with JHU and UM to finalize the data use agreement between JHU and UM.
- Worked with UM Office of Sponsored Programs to revise data use agreement with Accurint in order to facilitate batch locating activities.
- Continued specification of production data deliverables, listing PII variables and datasets required.
- Ragunathan, Maher, Burton traveled to Washington DC to take part in Advisory Board quarterly meeting.
- o Prepared edited questionnaires for distribution to Advisory Board.
- o Prepared powerpoint presentations on data collection preparation and sampling plan for quarterly Advisory Board meeting.

Task 2: Sampling

% Task Spent to Date

- Prepared powerpoint presentation for Advisory Board meeting
- Received and cleaned Cleveland and Dallas voucher sample, appended phone numbers, assigned sample identification numbers and prepared for production
- Finalized eligibility analysis & eligibility estimation by site
- Mapped population sample areas for training materials
- Finalized and delivered Quarter 1 Population sample

Task 3: Questionnaire Development

% Task Spent to Date

- Interviewing Systems Maintenance and Development, Preparation for Main Production
- o Population Screener/PCG/Child Interview instruments
- ☐ Iterative testing/programming fixes
- ☐ Conducted final production tests
- o Voucher screener
- ☐ Conducted iterative testing/programming fixes
- ☐ Conducted final production tests with Cleveland and Dallas samples
- Specified Webtrak production reports
- Updated specifications for data entry; met with programmers to discuss final format
- Updated specifications for scanning Daily Diary; delivered to vendor
- Reviewed/updated initial Spanish-language translations received from PI
- Began specification of Spanish language questionnaire. Finalized specification for Spanish-version of Woodcock-Johnson Letter Word and Applied problems
- Prepared, formatted and printed materials for main study
- Reviewed & approved all vendor-prepared packaging for interviewer supplies

Task 4: CAI Programming

% Task Spent to Date

- Iterative programming/testing of all H&C Blaise applications
- o Screeners

- o PCG
- o Child
- o Observational components (neighborhood, laser measurement, post-interview observations, contact observations)
  - Specified and programmed Blaise application for reminder calling about Child Daily Diaries and SAQs
  - Began programming Spanish Woodcock Johnson Assessments

#### Task 5: Systems Programming

##### % Task Spent to date

- Evaluated preload data. Made corrections as needed to transfer of data between programs.
- Continued development of SurveyTrak specifications (SRC's interviewer sample management system) for main study implementation. Updated specifications on contact observations, added specifications for locating. Iterative programming/testing of all applications.
- Finalized programming logging application; tested logging application
- Programmed locating application – sent to testers.
- Began programming Webtrak (SRC's web-based management and reporting system)
- Created training and testing lines
- Specified and programmed Field Progress Reports (production and client versions), and Field Cost Reports
- Specified and programmed specialized reports for Field management (assent rates, physical measure/biomarker consent/assent/participation rates, logging delay, etc.)

#### Tasks 6, 7: Interviewer Recruitment & Hiring, Training

##### % Task Spent to Date

- Assembled materials and packed interviewer duffel bags
- Finalized manual chapters; formatted, printed and assembled training manuals.
- Assembled material kits for training and certification round robin practices
- Prepared and printed training and certification scripts
- Finalized laser tape measurement training and certification rooms, conducted expert measurements and finalized certification plan
- Finalized conference facility preparation and plans
- Conducted General Interviewing Training in Cleveland and Dallas.
- Reviewed and scored interviewer home-study assignments.
- Conducted one day Train-the-Trainer and two-day Team Leader training.
- Prepared videos for training, including incorporating Leventhal, HUD and PHA videos
- Revised/elaborated day-by-day interviewer training agenda as needed
- Finalized and published materials and Moodle programs for interviewer certification
- Updated final presentation slides
- Loaded final datamodels and databases on interviewer laptops
- Registered interviewers on May 9
- Conducted interviewer training May 10 – May 17, 38 interviewers, 4 Team Leaders, 1 Production Coordinator
- o 20 Dallas-based interviewers (10 bilingual)
- o 14 Cleveland-based interviewers (1 bilingual)
- o 4 Traveling interviewers (1 bilingual)

#### Task 8: Main Data Collection

##### % Task Spent to Date

- Assembled bulk supply shipments and mailed to interviewers
- Shipped interviewer duffel bags
- Mailed prenotification letters to first quarter population sample, first quarter Cleveland Voucher sample, first quarter Dallas Voucher sample
- Shipped production supplies to interviewers
- Began preparing data deliverable files
- Production as of 5/31/2016:
  - o Completed
  - ☐ 45 Screener interviews (with eligible respondents), identified 166 ineligible households, 46 non-sample addresses
  - ☐ 16 PCG interviews
  - ☐ 7 Child interviews

#### Task 9: Post Collection Processing

##### % Task Spent to Date

- Began programming updates for data entry applications (Household SAQs and Child-Specific SAQs)

#### Task 10: Weighting

##### % Task Spent to Date

- N/A

#### Task 11: Final Data Deliverables

##### % Task Spent to Date

**Special Issues****Areas of Concern:**

- The programming timeline between Pilot and Production launch is very short. There is insufficient time to translate, program, and test the final production instruments for the May 22 launch if we wait for the English questionnaire to be finalized. Delays in launching a Spanish module will likely have an impact on first quarter response rates and completion rates, especially in Dallas, as well as negatively impact our screening costs.
- The frame for the population sample was determined in early March in order to have sufficient time to develop and select the population sample. Voucher sample zip codes provided to SRC by JHU in January was used to determine the Population sample frame. There is a risk of a mismatch between the Population sample and the Voucher sample, given the late arrival of the Voucher Sample.
- The adult interview is longer than originally budgeted by about 13 minutes. The Pilot analysis suggests that this did not substantially impact hours per interview (HPI). Therefore, SRC suggested we go into the main study with the instrument at the current length with a plan for cutting during production if needed; the research team indicated that we wanted to avoid any cuts during production.
- The rate of return for the Child Time Diary was very low in the Pilot, despite reminder calling. SRC worked with the research team to develop a strategy to increase the return rate for this component. We incorporated changes from the research team which reduced the complexity of the diary. In addition, we are providing envelopes for each diary to encourage immediate return, which may help to improve return rates of individual diaries.
- A review of training objectives has made it clear that it will not be possible to cover all instrument areas within the allotted training days; SRC has initiated work on supplemental trainings that could be completed by interviewers post-training, but this will not address the full set of training needs given an expected large cohort of new hires.
- Without a respondent locating budget and work authorization, we are concerned that we will be unable to either adequately follow up with voucher sample, or that we will need to complete more of the voucher screeners in person (as opposed to by telephone) than budgeted for.

**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 was 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.
- At the request of the research team, SRC is developing a locating program and recruiting locating staff due to expectations that a much higher proportion of phone numbers for the Voucher sample will be unusable.
- Financial Respondent questionnaire added as a new paper form, adding additional developmental and printing effort, as well as minor programming and training charges.

**Cost  
Jun 30, 2017**

<b>Total Cost to Date (Direct + Indirect):</b>	2,018,317.00
<b>Estimated Cost at Completion (E\$AC):</b>	10,743,019.00
<b>Total Budget:</b>	10,743,019.00
<b>Variance (Budget minus E\$AC):</b>	0.00
<b>Reason For Variance:</b>	

**Projections  
Jun 30, 2017**

<b>Dollars Projected For Month:</b>	236,414.00
<b>Actual Dollars Used:</b>	181,551.00
<b>Variance (Projected minus Actual):</b>	54,864.00
<b>Reason For Variance:</b>	Services of Others (interviewer supplies kitting, sample purchase) have not yet been expensed (total ~\$31000); interviewer travel was projected but has not yet been expensed (\$12,500)

**Measures**

	Units Complete	RR	HPI
<b>Current Goal:</b> <b>Goal at Completion:</b> <b>Current actual:</b> <b>Estimate at Complete:</b> <b>Variance:</b>			

**Other Measures**

<b>Project Name</b>	Life History Mail Survey (HRS LHMS 2017)					
<b>Project Mode</b>	Primary: Mail      Total of Modes: 1					
<b>Project Type</b>	Sponsored Projects		<b>Project Status</b>	Current		
<b>Budget</b>	<b>Direct Budget:</b>	338,063.61	<b>Indirect Budget:</b>	185,933.94 <b>Total Budget:</b> 523,997.55		
<b>Principal Investigator/Client</b>	Mary Beth Ofstedal (ISR) Jacqui Smith (ISR) David Weir (ISR)					
<b>Funding Agency</b>						
<b>IRB</b>	<b>HUM#:</b>	<b>Period Of Approval:</b>				
<b>Project Team</b>	<b>Project Lead:</b>	James Koopman				
	<b>Budget Analyst:</b>	Janelle P Cramer				
	<b>Production Manager:</b>	James Koopman				
	<b>Senior Project Advisor:</b>	Evanthia Leissou				
	<b>Production Manager:</b>					
	<b>Production Manager:</b>					
<b>Proposal #:</b>	no data					
<b>Description:</b>	<p>LHMS is a principal investigator (Jacqui Smith) led research which started in 2015. The research was conducted within the context of the Health and Retirement Study off-year surveys. In 2015, HRS respondents were invited to participate in LHMS survey which included life history questions. The LHMS 2017 study will mail self-administered questionnaires to approximately 5,000 HRS respondents. The response rate expected is 70%, estimating 3,500 questionnaires will be returned.</p> <p>The HRS will continue this effort during its 'off year' from main data collection, and the goal is to have every HRS respondent complete this questionnaire. SRO's goal is to create a stable and successful platform for the continuation of this effort.</p> <p>All contact attempts with the respondents will be via US Mail and there is no pretest for this survey. There are two parts to the questionnaire. The first part is a life history calendar and the second is a traditional questionnaire asking about the respondent's life before the age of 50. These questions are mainly focused on housing, school and work history.</p> <p>An initial mailing of the questionnaire will be done in late April. The mailing will include a check for \$25 as token of appreciation. There will be 3 follow up mailings:</p> <ul style="list-style-type: none"> <li>• Four weeks after the original questionnaire mailing, a second questionnaire will be sent to persons who have not returned the original mail survey.</li> <li>• Approximately six weeks after the original questionnaire mailing, a thank you postcard will be sent to those respondents who have returned a completed questionnaire and a reminder postcard will be sent to those respondents who have not responded either by returning a completed questionnaire or by refusing to participate. The reminder postcard will include both a thank you to those who have already responded, and a reminder to those who have not yet done so.</li> </ul>					
<b>SRO Project Period</b>	01/2017 - 06/2017					
<b>Data Col Period</b>	04/2017 - 06/2017					
<b>Security Plan</b>	NA					
<b>Milestone Dates</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center; vertical-align: top;"> <b>PreProduction Start:</b>  <b>Pretest End:</b>  <b>Staffing Completed:</b>  <b>SS Train Start:</b>  <b>DC Start:</b> </td> <td style="width: 50%; text-align: center; vertical-align: top;"> <b>Pretest Start:</b>  <b>Recruitment Start:</b>  <b>GIT Start:</b>  <b>SS Train End:</b>  <b>DC End:</b> </td> </tr> </table>				<b>PreProduction Start:</b> <b>Pretest End:</b> <b>Staffing Completed:</b> <b>SS Train Start:</b> <b>DC Start:</b>	<b>Pretest Start:</b> <b>Recruitment Start:</b> <b>GIT Start:</b> <b>SS Train End:</b> <b>DC End:</b>
<b>PreProduction Start:</b> <b>Pretest End:</b> <b>Staffing Completed:</b> <b>SS Train Start:</b> <b>DC Start:</b>	<b>Pretest Start:</b> <b>Recruitment Start:</b> <b>GIT Start:</b> <b>SS Train End:</b> <b>DC End:</b>					
<b>Other Project Team Members:</b>	James Koopman, Eva Leissou and Ann Vernier					

**Other Project****Names:**

<b>Sample Mgmt Sys</b>	Other (Excel and reports from CASO)
<b>Data Col Tool</b>	Other (Mail Survey)
<b>Hardware</b>	NA
<b>DE Software</b>	External vendor (CASO)
<b>QC Recording Tool</b>	N/A
<b>Incentive</b>	Yes, R
<b>Administration</b>	SRO Group; ISR Group
<b>Payment Type</b>	Check, prepaid (\$25.00)
<b>Payment Method</b>	Check through STRak RPay System

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<b>Report Period</b>	May, 2017 (HRS LHMS 2017)	<b>Project Phase</b>	Implementing
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<b>Risk Level</b>	On Track
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<b>Monthly Update</b>	We started data collection this month. We mailed out to our English sample. A total of 4,876 SAQs were mailed on 5/24.
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<b>Special Issues</b>	It may be a challenge to pull SID's from the second round mailing that have already returned their SAQ's. I'm working with CASO now to find a good solution.
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<b>Cost</b>	<b>Total Cost to Date (Direct + Indirect):</b>	237,913.15
<b>Jun 30, 2017</b>	<b>Estimated Cost at Completion (E\$AC):</b>	495,657.43
	<b>Total Budget:</b>	523,997.55
	<b>Variance (Budget minus E\$AC):</b>	28,339.57
	<b>Reason For Variance:</b>	

<b>Projections</b>	<b>Dollars Projected For Month:</b>	91,457.65
<b>Jun 30, 2017</b>	<b>Actual Dollars Used:</b>	7,036.85
	<b>Variance (Projected minus Actual):</b>	84,420.80
	<b>Reason For Variance:</b>	Some CASO charges were not reflected in this month.

Measures	Units Complete	RR	HPI
<b>Current Goal:</b>			
<b>Goal at Completion:</b>	3500	70	
<b>Current actual:</b>			
<b>Estimate at Complete:</b>			
<b>Variance:</b>			

**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 End:***

***Staffing Completed:***

***SS Train Start:***

***DC Start:*** 03/02/2015

***Pretest Start:***

***Recruitment Start:*** 01/26/2015

***GIT Start:***

***SS Train End:***

***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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<b>Report Period</b>	May, 2017 (MTTS)	<b>Project Phase</b>	Closing
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<b>Risk Level</b>	On Track
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<b>Monthly Update</b>	During May, 2017, SRO activities included the following:
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Task 1: Management, Budget and Work Plan

- Revised monthly projections
- Prepared monthly report
- Evaluated underrun status. Coordinated with EWB regarding disposition of underrun.

Task 2: Sampling

Task 3: Questionnaire Development

Task 4: CAI Programming

Task 5: Systems Programming

Tasks 6, 7: Interviewer Recruitment &amp; Hiring, Training

Task 8: Main Data Collection

Task 9: Post Collection Processing

Task 10: Weighting

- Reviewed 2005-2007 data book
- Developed and delivered sample weights for MKT
- Wrote sample description for MKT data collection

Task 11: Final Data Deliverables

Task 12: Video Storage Systems (EWB)

Cost information: Harvard subcontract funded by the National Science Foundation

Total survey funding awarded:	\$	1,019,417
Total Expended as of 3/31/2017	\$	964,958
Expected cost at complete	\$	990,406
Expected Variance:	\$	29,010

**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.

**Special Notes:****District Recruitment**

- District recruitment ended in mid-December.
- Principal recruitment ended in mid-February.

**MQI Teacher Recruitment**

- Teacher recruitment ended on March 18, 2016.

**Special Issues**

We have permission from Barb Gilbert at Harvard to use the overrun for SRO and EWB expenses. EWB will overrun its part of the budget allocation.

**Cost****May 05, 2017**

**Total Cost to Date (Direct + Indirect):** 964,958.00

**Estimated Cost at Completion (E\$AC):** 990,406.00

**Total Budget:** 1,019,417.00

**Variance (Budget minus E\$AC):** 29,010.00

**Reason For Variance:** We are currently projecting an underrun due to scope changes (lower than anticipated number of respondents enrolling). We received permission from Harvard to use the underrun to fund EWB activities.

**Projections****May 05, 2017**

**Dollars Projected For Month:** 8,491.00

**Actual Dollars Used:** 5,540.00

**Variance (Projected minus Actual):** 2,952.00

**Reason For Variance:** EWB has not been charging, but will begin shortly.

**Measures**

	Units Complete	RR	HPI
<b>Current Goal:</b>			
<b>Goal at Completion:</b>			
<b>Current actual:</b>			
<b>Estimate at Complete:</b>			
<b>Variance:</b>			

**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 End:**

**Staffing Completed:**

**SS Train Start:**

**DC Start:**

**Pretest Start:**

**Recruitment Start:**

**GIT Start:**

**SS Train End:**

**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

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

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**Report Period** May, 2017 (MTF-WPSP Year 2/MTF Illu **Project Phase** Implementing

**Risk Level** *Not Rated*

**Monthly Update** 05/2017  
Production was launched May 2nd. Training for non-response calling will be held June 9th.

	Total	Web Complete	Web Partial	SAQ Received
Total	2396	226 (9.43)	29 (1.21)	139 (5.80)
Condition 1	1199	1 (0.08)	0 (0.00)	139 (11.59)
Condition 2	1197	225 (18.80)	29 (2.42)	0 (0.00)

04/2017

Although IRB approval was received 4/3 production is delayed to 5/2 (launch web survey) due to pending IRB approval for an amendment which was approved on (4/21). Prod test on all systems have been completed, surveys have been signed off, preload has been received and prepared, URLs and QR code URLs have been delivered to client for inclusion in letters to be mailed to Rs.

A new budget is being put in place to extend the current funding to the end of production.

03/2017

Programming and testing of all 6 forms. Programming and integrated testing of all 3 systems and email and text. IRB amendment was submitted only recently by study staff - If IRB approval is not granted by 3/31/2017 production will be delayed by at least one week.

02/2017

Programming and testing continued on Forms - 3 Forms are now programmed and are being tested. SMS programming is in progress and testing has begun - Text messaging will be integrated to work from the SMS. Integrated Systems testing (RLM RIMS, Illume, and SMS) will begin March 8th. Test sample has been received from Study Staff. We are investigating QR codes.

01/2017

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

<b>Cost</b> <b>Apr 30, 2017</b>	<b>Total Cost to Date (Direct + Indirect):</b>	433,583.28
	<b>Estimated Cost at Completion (E\$AC):</b>	433,583.28
	<b>Total Budget:</b>	435,158.00
	<b>Variance (Budget minus E\$AC):</b>	1,574.72
	<b>Reason For Variance:</b>	

<b>Projections</b> <b>Apr 30, 2017</b>	<b>Dollars Projected For Month:</b>	22,254.50
	<b>Actual Dollars Used:</b>	25,948.01
	<b>Variance (Projected minus Actual):</b>	-3,693.51
	<b>Reason For Variance:</b>	

Measures	Units Complete	RR	HPI
	<b>Current Goal:</b> <b>Goal at Completion:</b> <b>Current actual:</b> <b>Estimate at Complete:</b> <b>Variance:</b>		

#### Other Measures

<b>Project Name</b>	MTF Base Year Tablet Pilot (MTF Tablet Pilot)												
<b>Project Mode</b>	Primary: Class SAQ      Total of Modes: 1												
<b>Project Type</b>	Sponsored Projects	<b>Project Status</b>	Current										
<b>Budget</b>	<b>Direct Budget:</b> 461,821.00	<b>Indirect Budget:</b> 254,002.00	<b>Total Budget:</b> 715,823.00										
<b>Principal Investigator/Client</b>	Richard Miech (UM-SRC)												
<b>Funding Agency</b>	National Institute on Drug Abuse (NIDA). Fall 2015-only budget, direct: \$67,163.00; Indir:\$36,940.00; Total:\$104,103.00												
<b>IRB</b>	<b>HUM#:</b> HUM00112493	<b>Period Of Approval:</b>	3/1/2017 - 2/28/2018										
<b>Project Team</b>	<b>Project Lead:</b> Meredith A House <b>Budget Analyst:</b> Christine Evanchek <b>Production Manager:</b> Barbara Aghababian-Homburg <b>Senior Project Advisor:</b> Stephanie A Chardoul <b>Production Manager:</b> <b>Production Manager:</b>												
<b>Proposal #:</b>	no data												
<b>Description:</b>	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.												
<b>SRO Project Period</b>	06/2015 - 08/2017												
<b>Data Col Period</b>	10/2015 - 05/2017												
<b>Security Plan</b>	Yes												
<b>Milestone Dates</b>	<table border="1" style="width: 100%;"> <tr> <td><b>PreProduction Start:</b> 02/16/2017</td> <td><b>Pretest Start:</b></td> </tr> <tr> <td><b>Pretest End:</b></td> <td><b>Recruitment Start:</b></td> </tr> <tr> <td><b>Staffing Completed:</b></td> <td><b>GIT Start:</b></td> </tr> <tr> <td><b>SS Train Start:</b> 03/30/2017</td> <td><b>SS Train End:</b> 04/06/2017</td> </tr> <tr> <td><b>DC Start:</b> 04/04/2017</td> <td><b>DC End:</b> 05/23/2017</td> </tr> </table>			<b>PreProduction Start:</b> 02/16/2017	<b>Pretest Start:</b>	<b>Pretest End:</b>	<b>Recruitment Start:</b>	<b>Staffing Completed:</b>	<b>GIT Start:</b>	<b>SS Train Start:</b> 03/30/2017	<b>SS Train End:</b> 04/06/2017	<b>DC Start:</b> 04/04/2017	<b>DC End:</b> 05/23/2017
<b>PreProduction Start:</b> 02/16/2017	<b>Pretest Start:</b>												
<b>Pretest End:</b>	<b>Recruitment Start:</b>												
<b>Staffing Completed:</b>	<b>GIT Start:</b>												
<b>SS Train Start:</b> 03/30/2017	<b>SS Train End:</b> 04/06/2017												
<b>DC Start:</b> 04/04/2017	<b>DC End:</b> 05/23/2017												
<b>Other Project Team Members:</b>	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.												
<b>Other Project Names:</b>	MTF Fall 2015 Tablet Pilot MTF Spring 2016 Tablet Pilot MTF Spring 2017 Tablet Pilot												
<b>Sample Mgmt Sys</b>	SurveyTrak												
<b>Data Col Tool</b>	Other (SurveyCTO; custom)												
<b>Hardware</b>	Laptop; Tablet												
<b>DE Software</b>	Other (Google Form)												
<b>QC Recording Tool</b>	N/A												
<b>Incentive</b>	Yes, R; Yes, Other (Schools)												
<b>Administration</b>	SRO Group												
<b>Payment Type</b>	Check, prepaid (\$1,000 (fall 2015 schools only)); Check, post (\$500 or \$1000 (2016-2017 schools)); Cash, post												
<b>Payment Method</b>	Check through other system (Rpay spreadsheet); Imprest Cash Fund from ISR Business Office (Rpay spreadsh												

<b>Report Period</b>	May, 2017 (MTF Tablet Pilot)	<b>Project Phase</b>	Implementing
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<b>Risk Level</b>	On Track
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<b>Monthly Update</b>	In May:
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We finished our last administrations in MI and WA on 5/23.

As of 5/30, we collected surveys from 2,856 students, response rate 74%

We held a debriefing call on 5/25

Meredith and Chrissy (with assistance from Daric) have been working on cost estimates for 2018 1/2 schools moving

to tablet and 2019 all schools moving to tablet budgets. We've been spending a lot of time on scenarios to determine whether buying more tablets and shipping less or vice versa will be more cost effective.

### Special Issues

Cost  
Apr 30, 2017

**Total Cost to Date (Direct + Indirect):** 694,747.73  
**Estimated Cost at Completion (E\$AC):** 817,791.35  
**Total Budget:** 715,823.00  
**Variance (Budget minus E\$AC):** -101,968.35  
**Reason For Variance:**

THESE COSTS ARE FROM 4/2017

Projections include all work to finish the 2017 piloting except the cost of the tablets. The cost of the tablets did not come through until the first week of May, so that cost (\$160,485) is NOT reflected here - neither in projections nor actuals.

Current 5-year grant ends 4/30/2017 and a new grant effective 5/1/2017 will be established. For the remainder of the Tablet project for 2017, Nick P. will fund us based on the estimated cost we provide to him. Once we agree on that, Chrissy will add the budget to the CRS under the current 2017 grant to resolve the overrun and then will add the remaining funds that are needed to complete the project to the new PG that is effective 5/1/2017.

The numbers above combine the amounts from the old and new PGs

PG ending 4/30/17:

Budget: \$715,823.00  
 Total cost to date: \$694,747.73  
 Cost at completion: \$694,747.73  
 Projections: \$0  
 Variance: \$21,075.27

PG starting 5/1/17:

Budget: \$0  
 Total cost to date: \$0  
 Cost at completion: \$123,043.62  
 Projections: \$123,043.62  
 Variance: \$-123,043.62

Projections  
Apr 30, 2017

**Dollars Projected For Month:** 325,931.03  
**Actual Dollars Used:** 78,113.71  
**Variance (Projected minus Actual):** 247,817.32  
**Reason For Variance:**

The cost of the tablets did not come through until the first week of May, so that cost (\$160,485) is not reflected here yet

### Measures

	Units Complete	RR	HPI
<b>Current Goal:</b>			
<b>Goal at Completion:</b>			
<b>Current actual:</b>			
<b>Estimate at Complete:</b>			
<b>Variance:</b>			

### Other Measures

<b>Project Name</b>	National Survey of Family Growth (NSFG 2010-2020)												
<b>Project Mode</b>	Primary: Face to Face	Total of Modes: 1											
<b>Project Type</b>	Sponsored Projects	<b>Project Status</b>	Current										
<b>Budget</b>	<b>Direct Budget:</b> 32,653,126.47	<b>Indirect Budget:</b> 8,448,262.00	<b>Total Budget:</b> 41,101,388.47										
<b>Principal Investigator/Client</b>	Joyce Abma (NCHS) Mick Couper (ISR)												
<b>Funding Agency</b>	NCHS, CDC, NICHD												
<b>IRB</b>	<b>HUM#:</b> 0002716	<b>Period Of Approval:</b>	7/17/13 - 7/17/17										
<b>Project Team</b>	<b>Project Lead:</b> Heidi Marie Guyer <b>Budget Analyst:</b> Nancy Oeffner <b>Production Manager:</b> Theresa Camelo <b>Senior Project Advisor:</b> Mary P Maher <b>Production Manager:</b> Maureen Joan O'Brien <b>Production Manager:</b> Rebecca Loomis												
<b>Proposal #:</b>	no data												
<b>Description:</b>	<p>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.</p>												
<b>SRO Project Period</b>	09/2010 - 07/2020												
<b>Data Col Period</b>	09/2011 - 06/2019												
<b>Security Plan</b>	Yes												
<b>Milestone Dates</b>	<table border="1" style="width: 100%;"> <tr> <td><b>PreProduction Start:</b> 03/01/2011</td> <td><b>Pretest Start:</b></td> </tr> <tr> <td><b>Pretest End:</b></td> <td><b>Recruitment Start:</b> 06/01/2011</td> </tr> <tr> <td><b>Staffing Completed:</b> 08/17/2011</td> <td><b>GIT Start:</b> 09/13/2011</td> </tr> <tr> <td><b>SS Train Start:</b> 09/15/2011</td> <td><b>SS Train End:</b> 09/19/2011</td> </tr> <tr> <td><b>DC Start:</b> 09/20/2011</td> <td><b>DC End:</b> 07/01/2019</td> </tr> </table>			<b>PreProduction Start:</b> 03/01/2011	<b>Pretest Start:</b>	<b>Pretest End:</b>	<b>Recruitment Start:</b> 06/01/2011	<b>Staffing Completed:</b> 08/17/2011	<b>GIT Start:</b> 09/13/2011	<b>SS Train Start:</b> 09/15/2011	<b>SS Train End:</b> 09/19/2011	<b>DC Start:</b> 09/20/2011	<b>DC End:</b> 07/01/2019
<b>PreProduction Start:</b> 03/01/2011	<b>Pretest Start:</b>												
<b>Pretest End:</b>	<b>Recruitment Start:</b> 06/01/2011												
<b>Staffing Completed:</b> 08/17/2011	<b>GIT Start:</b> 09/13/2011												
<b>SS Train Start:</b> 09/15/2011	<b>SS Train End:</b> 09/19/2011												
<b>DC Start:</b> 09/20/2011	<b>DC End:</b> 07/01/2019												
<b>Other Project Team Members:</b>	Chrissy Evanchek--Budget Analyst												
<b>Other Project Names:</b>													
<b>Sample Mgmt Sys</b>	SurveyTrak												
<b>Data Col Tool</b>	Blaise 4.8												
<b>Hardware</b>	Tablet; [UM cell] Phone; Paper and Pencil												
<b>DE Software</b>	NA												
<b>QC Recording Tool</b>	N/A												
<b>Incentive</b>	Yes, R; Yes, Other (babysitting fee)												
<b>Administration</b>	SRO Group												
<b>Payment Type</b>	Cash, prepaid (\$5; \$40); Cash, post (\$40; \$60)												
<b>Payment Method</b>	Interviewer payment of cash (reimbursed/reconciled via Tenrox); Imprest Cash Fund from ISR Business Office												

<b>Report Period</b>	May, 2017 (NSFG 2010-2020)	<b>Project Phase</b>	Implementing
<b>Risk Level</b>	On Track		
<b>Monthly Update</b>	<p>The Screener Completion rate remains low this quarter (Q23). Hours are low as well. Main yield is slightly low for this point in the quarter. An incentive plan has been implemented for Interviewers who are productive. Any Interviewer who completes 6 or more main interviews this week (Week 9) will receive a \$150 gift card. No additional staff have attrited since last month, still 4 areas are unstaffed. Interviewers are traveling to unstaffed areas for coverage. NCHS and Michigan continue to gear up for the late August 2017 Interviewer training in which approximately 40 Interviewers will be trained. Recruitment for On-Staffers began early May and was closed Friday May, 19. The New Hire recruitment site opened 5/22. 55 applications have already been received. NCHS is still on track for finalizing Y7 Blaise instrument changes by the sign-off date, June 30th, 2017. Then, SRO will prepare mock interviews for the Y7</p>		

training. Project Management and Procurement staff are working closely together to collect all necessary documentation to secure Fieldprint, our digital contracting contractor, for the August training. A fingerprinting technician will travel to Ann Arbor so that all new Interviewers can be fingerprinted at once. The Paper Screener experiment is still set to begin Q24. A field is being added to SurveyTrak which will alert Interviewers that the sample line is part of the paper screener experiment. Testing in SurveyTak began this week. The phase boundary experiment still has not been submitted by NCHS to their ERB. We continue to test and fine tune the Electronic Document Utility (EDU) in SurveyTrak for signing receipt forms and consent forms. We expect to implement these changes in Q24 and conduct a phone training for interviewers. Nine additional budgets were prepared and submitted to NCHS for supplemental year 6 funding. The NSFG Funders' meeting took place in May with NCHS, 12 funding agencies and ISR representatives. A report on field work was presented as well as cost projections for the remainder of the contract period.

**Special Issues**

Budgets related to additional year 6 costs were submitted to NCHS and will require a contract modification upon approval by NCHS. NCHS plans to allocate \$800,535 in additional funding for the current year (through August 2017).

**Cost  
May 25, 2017**

**Total Cost to Date (Direct + Indirect):** 29,057,966.35  
**Estimated Cost at Completion (E\$AC):** 43,252,386.74  
**Total Budget:** 41,101,388.47  
**Variance (Budget minus E\$AC):** 2,150,998.00  
**Reason For Variance:** Additional workscope, higher than anticipated HPI, higher yield, higher interviewer attrition, increased travel, increased hiring and training

**Projections  
May 25, 2017**

**Dollars Projected For Month:** 487,867.43  
**Actual Dollars Used:** 423,386.94  
**Variance (Projected minus Actual):** 64,481.00  
**Reason For Variance:** Fewer interviewer hours, travel dollars and January hotel invoice still not received.

**Measures**

	Units Complete	RR	HPI
<b>Current Goal:</b>	865	57%	9.0
<b>Goal at Completion:</b>	1330	79%	9.0
<b>Current actual:</b>	897	50.5	10.1
<b>Estimate at Complete:</b>	1260	61.8%	10.2
<b>Variance:</b>	70	18.2%	1.2

**Other Measures**

The goals represent Q23 goals and actuals. We are now in Week 9 of Quarter 23.

<b>Project Name</b>	Neurodevelopmental Pathways in Adolescent Health Risk Behavior (AHRB)				
<b>Project Mode</b>	Primary: Class SAQ	Secondary: Web	Total of Modes: 2		
<b>Project Type</b>	Sponsored Projects	<b>Project Status</b>	Current		
<b>Budget</b>	<b>Direct Budget:</b> 919,405.00	<b>Indirect Budget:</b> 507,595.00	<b>Total Budget:</b> 1,427,000.00		
<b>Principal Investigator/Client</b>	Daniel Keating (U-M SRC)				
<b>Funding Agency</b>	Health and Human Services (HHS), Department of-National Institutes of Health				
<b>IRB</b>	<b>HUM#:</b> HUM00084650	<b>Period Of Approval:</b>	2/3/2016 - 2/2/2017		
<b>Project Team</b>	<b>Project Lead:</b> Peter Rakesh Batra <b>Budget Analyst:</b> Dean E Stevens <b>Production Manager:</b> <b>Senior Project Advisor:</b> Stephanie A Chardoul <b>Production Manager:</b> Meredith A House <b>Production Manager:</b>				
<b>Proposal #:</b>	no data				
<b>Description:</b>	<p>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.</p> <p>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).</p>				
<b>SRO Project Period</b>	04/2014 - 03/2018				
<b>Data Col Period</b>	03/2015 - 01/2016				
<b>Security Plan</b>	Yes				
<b>Milestone Dates</b>	<table border="1" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <b>PreProduction Start:</b>  <b>Pretest End:</b> 01/03/2017  <b>Staffing Completed:</b>  <b>SS Train Start:</b>  <b>DC Start:</b> 09/01/2016 </td> <td style="width: 50%; vertical-align: top;"> <b>Pretest Start:</b> 12/21/2016  <b>Recruitment Start:</b>  <b>GIT Start:</b>  <b>SS Train End:</b>  <b>DC End:</b> 05/31/2018 </td> </tr> </table>			<b>PreProduction Start:</b> <b>Pretest End:</b> 01/03/2017 <b>Staffing Completed:</b> <b>SS Train Start:</b> <b>DC Start:</b> 09/01/2016	<b>Pretest Start:</b> 12/21/2016 <b>Recruitment Start:</b> <b>GIT Start:</b> <b>SS Train End:</b> <b>DC End:</b> 05/31/2018
<b>PreProduction Start:</b> <b>Pretest End:</b> 01/03/2017 <b>Staffing Completed:</b> <b>SS Train Start:</b> <b>DC Start:</b> 09/01/2016	<b>Pretest Start:</b> 12/21/2016 <b>Recruitment Start:</b> <b>GIT Start:</b> <b>SS Train End:</b> <b>DC End:</b> 05/31/2018				
<b>Other Project Team Members:</b>	<p>Wave 2 Team: Kyle Kwaiser (tech lead, data manager), Kathy LaDronka, Becky Loomis, Dolorence Okullo (data management), Hueichun Peng, Shaowei Sun</p> <p>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)</p>				

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

Report Period	May, 2017 (AHRB)	Project Phase	Implementing
Risk Level	On Track		
Monthly Update	May was a month to sit back a little bit from all of the activity from previous months since launchin production for Wave 2 in February. The Response rate for Release 1 has risen to 46%. The PI's Reaseach Assistant's (RA's) continue to phone and use Facebook to make contact with non-responders and partial-responders and this is probably as far as we will get for this Release. The R2 email invitation went out as scheduled on May 1, followed by 2 weekly reminders so far (3rd is scheduled for the day after this report is due!) We are now at approx 20% RR. The RA's will then begin their phoning and social media contact in early June. This month I have also started reflecting on procedures for Wave 3 and have scheduled a meeting with Ed to discuss ideas further.		
Special Issues			
Cost			
May 31, 2017	Total Cost to Date (Direct + Indirect):	1,149,441.44	
	Estimated Cost at Completion (E\$AC):	1,475,723.72	
	Total Budget:	1,427,000.00	
	Variance (Budget minus E\$AC):	-48,723.72	
	Reason For Variance:	This potential over run includes projections for incentives corresponding to high estimated W3 RR (50%). Once we have more data for RR's from this wave (W2) these will be updated in discussions with the PI's. At this stage I don't think this is cause for concern since there are many scenarios being considered that will bring us back in line with a balanced budget. (Variance has reduced from \$66K to \$48K from March to April)	
Projections			
May 31, 2017	Dollars Projected For Month:	0.00	
	Actual Dollars Used:	0.00	
	Variance (Projected minus Actual):	0.00	
	Reason For Variance:		

<b>Measures</b>	<b>Units Complete</b>	<b>RR</b>	<b>HPI</b>
<b>Current Goal:</b> <b>Goal at Completion:</b> <b>Current actual:</b> <b>Estimate at Complete:</b> <b>Variance:</b>			

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**

<i><b>PreProduction Start:</b></i>	<i><b>Pretest Start:</b></i>
<i><b>Pretest End:</b></i>	<i><b>Recruitment Start:</b></i>
<i><b>Staffing Completed:</b></i>	<i><b>GIT Start:</b></i>
<i><b>SS Train Start:</b></i> 09/21/2015	<i><b>SS Train End:</b></i> 09/24/2015
<i><b>DC Start:</b></i> 09/28/2015	<i><b>DC End:</b></i>

**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** May, 2017 (YRS)      **Project Phase** Implementing

**Risk Level** On Track

**Monthly Update** Study 1 interviewing concluded in early April 2017. We are now on a "pause" status until Study 2 starts up this fall. We will work on Study 2 development later this summer.

**Special Issues****Cost****May 31, 2017**

**Total Cost to Date (Direct + Indirect):** 986,231.37  
**Estimated Cost at Completion (E\$AC):** 1,966,312.41  
**Total Budget:** 1,979,245.00  
**Variance (Budget minus E\$AC):** 12,932.59  
**Reason For Variance:** Not all details for Study 2 are finalized so leaving some funds unallocated if needed for programming, training, etc.

**Projections****May 31, 2017**

**Dollars Projected For Month:** 22,734.61  
**Actual Dollars Used:** 12,015.62  
**Variance (Projected minus Actual):** 10,718.99  
**Reason For Variance:** We are in a "pause" between Study 1 and 2 and staff have been careful to minimize charges to the project during this phase

**Measures**

	Units Complete	RR	HPI
<b>Current Goal:</b>	3331	85%	3.0
<b>Goal at Completion:</b>	4200	85%	3.0
<b>Current actual:</b>	3847	69%	1.3
<b>Estimate at Complete:</b>		70%	
<b>Variance:</b>			

**Other Measures**

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

<b>Project Name</b>	Social Networks and Well Being (SN&WB)													
<b>Project Mode</b>	Primary: Face to Face      Secondary: Telephone													
<b>Project Type</b>	Sponsored Projects		<b>Project Status</b>	Current										
<b>Budget</b>	<b>Direct Budget:</b>	549,753.00	<b>Indirect Budget:</b>	302,365.00 <b>Total Budget:</b> 852,118.00										
<b>Principal Investigator/Client</b>	Kira Birdett (University of Michigan) Karen Fingerman (University of Texas at Austin)													
<b>Funding Agency</b>														
<b>IRB</b>	<b>HUM#:</b>	2015-02-0123	<b>Period Of Approval:</b>	4/15/16-4/15/17										
<b>Project Team</b>	<b>Project Lead:</b>	Heidi Marie Guyer												
	<b>Budget Analyst:</b>													
	<b>Production Manager:</b>	Kathleen S Ladronka												
	<b>Senior Project Advisor:</b>	Kirsten Haakan Alcser												
	<b>Production Manager:</b>	Russell W Stark												
	<b>Production Manager:</b>	Esther H Ullman												
<b>Proposal #:</b>	no data													
<b>Description:</b>	<p>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.</p> <p>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.</p>													
<b>SRO Project Period</b>	01/2016 - 04/2017													
<b>Data Col Period</b>														
<b>Security Plan</b>	NA													
<b>Milestone Dates</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;"><b>PreProduction Start:</b> 01/01/2016</td> <td style="padding: 5px;"><b>Pretest Start:</b></td> </tr> <tr> <td style="padding: 5px;"><b>Pretest End:</b></td> <td style="padding: 5px;"><b>Recruitment Start:</b> 06/15/2016</td> </tr> <tr> <td style="padding: 5px;"><b>Staffing Completed:</b> 07/25/2016</td> <td style="padding: 5px;"><b>GIT Start:</b> 08/27/2016</td> </tr> <tr> <td style="padding: 5px;"><b>SS Train Start:</b> 10/17/2016</td> <td style="padding: 5px;"><b>SS Train End:</b> 10/20/2016</td> </tr> <tr> <td style="padding: 5px;"><b>DC Start:</b> 10/22/2016</td> <td style="padding: 5px;"><b>DC End:</b></td> </tr> </table>				<b>PreProduction Start:</b> 01/01/2016	<b>Pretest Start:</b>	<b>Pretest End:</b>	<b>Recruitment Start:</b> 06/15/2016	<b>Staffing Completed:</b> 07/25/2016	<b>GIT Start:</b> 08/27/2016	<b>SS Train Start:</b> 10/17/2016	<b>SS Train End:</b> 10/20/2016	<b>DC Start:</b> 10/22/2016	<b>DC End:</b>
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<b>SS Train Start:</b> 10/17/2016	<b>SS Train End:</b> 10/20/2016													
<b>DC Start:</b> 10/22/2016	<b>DC End:</b>													
<b>Other Project Team Members:</b>	Karl Dinkelmann, Marsha Skoman, Lisa Quist, Holly Ackerman, Dan Zahs, Paul Burton, Grace Tison, Suzanne Hodge													
<b>Other Project Names:</b>	Daily Experiences and Well-Being (DEWS)													
<b>Sample Mgmt Sys</b>	SurveyTrak													
<b>Data Col Tool</b>	Blaise 4.8; SAQ; Other (mEMA and EAR app on Android, Actical)													
<b>Hardware</b>	Laptop; Tablet; [UM cell] Phone; Paper and Pencil; Other (Android device, Actical device)													
<b>DE Software</b>	NA													
<b>QC Recording Tool</b>	DRI-CARI; Live monitoring													
<b>Incentive</b>	Yes, R													
<b>Administration</b>	NA													
<b>Payment Type</b>	Cash, prepaid (\$1); Cash, post (\$50 + \$100)													
<b>Payment Method</b>	Interviewer payment of cash (reimbursed/reconciled via Tenrox); Imprest Cash Fund from ISR Business Office													

**Report Period** May, 2017 (SN&WB) **Project Phase** Implementing

**Risk Level** Some Concerns

**Monthly Update** We continued data collection through April to complete additional cases and conduct re-take interviews.

**Special Issues**

**Cost**  
**May 31, 2017**

<b>Total Cost to Date (Direct + Indirect):</b>	887,275.09
<b>Estimated Cost at Completion (E\$AC):</b>	912,201.91
<b>Total Budget:</b>	852,118.00
<b>Variance (Budget minus E\$AC):</b>	-3,968.91
<b>Reason For Variance:</b>	PI has additional funds for us to continue interviewing through April and conduct re-take interviews

**Projections**  
**May 31, 2017**

<b>Dollars Projected For Month:</b>	59,617.52
<b>Actual Dollars Used:</b>	64,201.56
<b>Variance (Projected minus Actual):</b>	-4,584.04
<b>Reason For Variance:</b>	Interviewers able to extend through end of month to do additional re-take interviews at PI request

<b>Measures</b>		<b>Units Complete</b>	<b>RR</b>	<b>HPI</b>
<b>Current Goal:</b>	350			10.0
<b>Goal at Completion:</b>	325			8.8
<b>Current actual:</b>	333		.43	10.3
<b>Estimate at Complete:</b>	335			
<b>Variance:</b>				

**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.

<b>Project Name</b>	Stress and Wellbeing in Everyday Life (SWEL)												
<b>Project Mode</b>	Primary: Face to Face	Secondary: Observation	Total of Modes: 2										
<b>Project Type</b>	Sponsored Projects	<b>Project Status</b>	Current										
<b>Budget</b>	<b>Direct Budget:</b> 441,062.00	<b>Indirect Budget:</b> 242,585.00	<b>Total Budget:</b> 683,647.00										
<b>Principal Investigator/Client</b>	Kira Birditt (UM ISR Life Course Development) Toni Antonucci (UM ISR Life Course Development)												
<b>Funding Agency</b>													
<b>IRB</b>	<b>HUM#:</b> TBD	<b>Period Of Approval:</b>	TBD										
<b>Project Team</b>	<b>Project Lead:</b> Piotr Dworak <b>Budget Analyst:</b> Janelle P Cramer <b>Production Manager:</b> Derek Dubuque <b>Senior Project Advisor:</b> Kirsten Haakan Alcser <b>Production Manager:</b> <b>Production Manager:</b>												
<b>Proposal #:</b>	no data												
<b>Description:</b>	<p>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.</p> <p>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).</p> <p>Sample: Participants in Wave 3 of Social Relations (2014) from the Detroit tri-county area.</p> <p>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.</p>												
<b>SRO Project Period</b>	12/2016 - 10/2017												
<b>Data Col Period</b>	06/2017 - 09/2016												
<b>Security Plan</b>	NA												
<b>Milestone Dates</b>	<table border="1" style="width: 100%;"> <tr> <td><b>PreProduction Start:</b> 03/01/2017</td> <td><b>Pretest Start:</b> 09/24/2017</td> </tr> <tr> <td><b>Pretest End:</b> 09/28/2017</td> <td><b>Recruitment Start:</b> 07/14/2017</td> </tr> <tr> <td><b>Staffing Completed:</b> 09/22/2017</td> <td><b>GIT Start:</b> 07/10/2017</td> </tr> <tr> <td><b>SS Train Start:</b> 10/02/2017</td> <td><b>SS Train End:</b> 10/05/2017</td> </tr> <tr> <td><b>DC Start:</b> 10/08/2018</td> <td><b>DC End:</b> 02/04/2018</td> </tr> </table>			<b>PreProduction Start:</b> 03/01/2017	<b>Pretest Start:</b> 09/24/2017	<b>Pretest End:</b> 09/28/2017	<b>Recruitment Start:</b> 07/14/2017	<b>Staffing Completed:</b> 09/22/2017	<b>GIT Start:</b> 07/10/2017	<b>SS Train Start:</b> 10/02/2017	<b>SS Train End:</b> 10/05/2017	<b>DC Start:</b> 10/08/2018	<b>DC End:</b> 02/04/2018
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<b>DC Start:</b> 10/08/2018	<b>DC End:</b> 02/04/2018												
<b>Other Project Team Members:</b>													
<b>Other Project Names:</b>	Racial Disparities in Health: The Roles of Stress, Social Relations, and the Cardiovascular System												
<b>Sample Mgmt Sys</b>	MSMS												
<b>Data Col Tool</b>	Blaise 4.8; Blaise 5												
<b>Hardware</b>	Laptop												
<b>DE Software</b>	NA												
<b>QC Recording Tool</b>	Camtasia												
<b>Incentive</b>	Yes, R												
<b>Administration</b>	SRO Group												
<b>Payment Type</b>	Cash, prepaid (2); Cash, post (30); Other (Cash post biomarker)												
<b>Payment Method</b>	Check through other system (MSMS); Interviewer payment of cash (reimbursed/reconciled via Tenrox) (MSMS)												
<b>Report Period</b>	May, 2017 (SWEL)	<b>Project Phase</b>	Implementing										
<b>Risk Level</b>	On Track												
<b>Monthly Update</b>	SWEL client Pilot is expected to launch on 6/6 or 6/13 (the latter more likely). The client will invite 40 participants to the UM ISR lab. Lab visit is followed by a 4-day self-administered measurements using the wearable biometric												

equipment + momentary ecological assessment (EMA).

SRO main involvement this month included finishing programming of Blaise 5 online EMA surveys and integration testing with MSMS.

We confirmed that EMA's app Hollerit is working on the Preventice phone thus we are able to consolidate all measurements into one device which should reduce R burden.

Event survey is in Phase 1 development and requires a different deployment strategy.

Full integration testing will be conducted May 30 - June 2nd.

Implementing EMA for the Pilot will complete a substantial part of implementation for this project. Left to do will be:

- production changes to EMA including preload of social networks
- CAPI implementation and
- offline interviewer MSMS
- reporting and data warehouse

Tentative start of main data collection is now October but will be revisited in mid-July.

#### Special Issues

Preventice phone is locked down and suppresses the Android survey notifications from Hollerit. As such, user experience accessing the survey is not optimal (it requires opening Hollerit app, pulling down to refresh notifications).

Work continues to improve the experience however, for that reason, and to fully implement the Event survey (to be triggered by the native BodyGuardian button) we may need to contract an app developer which could have some impact on the budget.

#### Cost Apr 30, 2017

<b>Total Cost to Date (Direct + Indirect):</b>	66,107.59
<b>Estimated Cost at Completion (E\$AC):</b>	608,308.06
<b>Total Budget:</b>	683,647.00
<b>Variance (Budget minus E\$AC):</b>	75,339.94
<b>Reason For Variance:</b>	Under-run mostly resulting from using lower pay scale staff. Currently working on balancing the budget and removing under-run based on new projections for data collection, tech development, help desk support, data management, and project management assumptions.

#### Projections Apr 30, 2017

<b>Dollars Projected For Month:</b>	99,625.59
<b>Actual Dollars Used:</b>	10,354.92
<b>Variance (Projected minus Actual):</b>	89,270.67
<b>Reason For Variance:</b>	Monthly costs need to be re-projected when new timeline available.

#### Measures

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

#### Other Measures

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

<b>Project Name</b>	Surveys of Consumer Attitudes (SCA 2017)				
<b>Project Mode</b>	Primary: Telephone      Total of Modes: 1				
<b>Project Type</b>	Sponsored Projects	<b>Project Status</b>	Current		
<b>Budget</b>	<b>Direct Budget:</b> 859,872.00	<b>Indirect Budget:</b> 0.00	<b>Total Budget:</b> 859,872.00		
<b>Principal Investigator/Client</b>	Dr. Richard T. Curtin (SRC)				
<b>Funding Agency</b>	Bloomberg, others for Riders.				
<b>IRB</b>	<b>HUM#:</b> exempt	<b>Period Of Approval:</b>			
<b>Project Team</b>	<b>Project Lead:</b> Joseph Matthew Matuzak <b>Budget Analyst:</b> Dean E Stevens <b>Production Manager:</b> <b>Senior Project Advisor:</b> Mary P Maher <b>Production Manager:</b> <b>Production Manager:</b>				
<b>Proposal #:</b>	no data				
<b>Description:</b>	<p>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.</p> <p>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.</p>				
<b>SRO Project Period</b>	12/2016 - 12/2017				
<b>Data Col Period</b>	12/2016 - 12/2017				
<b>Security Plan</b>	NA				
<b>Milestone Dates</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> <b>PreProduction Start:</b>  <b>Pretest End:</b>  <b>Staffing Completed:</b>  <b>SS Train Start:</b>  <b>DC Start:</b> </td> <td style="width: 50%; vertical-align: top;"> <b>Pretest Start:</b>  <b>Recruitment Start:</b>  <b>GIT Start:</b>  <b>SS Train End:</b>  <b>DC End:</b> </td> </tr> </table>			<b>PreProduction Start:</b> <b>Pretest End:</b> <b>Staffing Completed:</b> <b>SS Train Start:</b> <b>DC Start:</b>	<b>Pretest Start:</b> <b>Recruitment Start:</b> <b>GIT Start:</b> <b>SS Train End:</b> <b>DC End:</b>
<b>PreProduction Start:</b> <b>Pretest End:</b> <b>Staffing Completed:</b> <b>SS Train Start:</b> <b>DC Start:</b>	<b>Pretest Start:</b> <b>Recruitment Start:</b> <b>GIT Start:</b> <b>SS Train End:</b> <b>DC End:</b>				
<b>Other Project Team Members:</b>	Dave Dybicki Ann Munster Kelley Popielarz Pamela Swanson Jennie Williams LaVelvet Harrison Paul Burton Nancy Walker Tim Wright				
<b>Other Project Names:</b>					
<b>Sample Mgmt Sys</b>	SMS				
<b>Data Col Tool</b>	Blaise 4.8				
<b>Hardware</b>	Desktop				
<b>DE Software</b>	Blaise 4.8 BIA				
<b>QC Recording Tool</b>	DRI-CXM				
<b>Incentive</b>	Not used				
<b>Administration</b>	SRO Group				
<b>Payment Type</b>	NA				
<b>Payment Method</b>	NA				

<b>Report Period</b>	May, 2017 (SCA 2017)	<b>Project Phase</b>	Implementing
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**Risk Level***Some Concerns***Monthly Update**

SCA completed its May study one day early, finishing with 611 completed interviews with the desired split: 406 RDDs and 205 Recons. This was done with an instrument of 25.8 minutes in length. We ended up using 2028.9 interviewer hours and an disappointingly high 3.32 HPI. SCA delivered a decent prelim total of 398 completes. SCA conducted another new interviewer hiring and training, adding a total of five new interviewers for the May study month. SCA changed its training process, incorporating a section-by-section certification process into it, and initial indications are positive.

**Special Issues**

SCA has a large number of very inexperienced people, and needs to continue to focus on ongoing training activities to improve their skill levels. It also anticipates losing one team leader and having two others go on leave in the next six months, so it is starting to look into other candidates.

**Cost****May 15, 2017**

**Total Cost to Date (Direct + Indirect):** 342,081.62

**Estimated Cost at Completion (E\$AC):** 952,617.25

**Total Budget:** 859,872.00

**Variance (Budget minus E\$AC):** -92,745.25

**Reason For Variance:**

Some hiring and training costs still need to be backed out, to reflect the change in how hiring charges are now to be allocated for SSL projects. Interviewer hours are overall running much higher than expected.

**Projections****May 15, 2017**

**Dollars Projected For Month:** 67,926.00

**Actual Dollars Used:** 1,279.63

**Variance (Projected minus Actual):** 0.00

**Reason For Variance:**

Higher than anticipated HPI and additional interviewer hours.

**Measures**

	Units Complete	RR	HPI
<b>Current Goal:</b>			
<b>Goal at Completion:</b>	600	9	3.00
<b>Current actual:</b>			
<b>Estimate at Complete:</b>	611	8	3.32
<b>Variance:</b>	11	-1	0.32

**Other Measures**