

Survey Research Operations

Monthly Project Report

Sponsored Projects

July 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*
(CAMS 2017) *HRS 2017 Consumption and Activity Mail Study*
(HRS LHMS 2017) *Life History Mail Survey*
(MTTS) *Mathematics Teachers & Teaching Study*
(MTF Illume Web 2017) *Monitoring the Future Web Programming and Survey Pilot*
(MTF Tablet Pilot) *MTF Base Year Tablet Pilot*
(NSFG 2010-2020) *National Survey of Family Growth*
(AHRB) *Neurodevelopmental Pathways in Adolescent Health Risk Behavior*
(YRS) *Optimizing Youth Suicide Risk Screening and Triage In the Emergency Department*
(PSID TAS 2017) *Panel Study of Income Dynamics - Transition to Adulthood Study 2017*
(PSID-Imm) *PSID Immigrant Refresher Screening Project*
(SWEL) *Stress and Wellbeing in Everyday Life*
(SCA 2017) *Surveys of Consumer Attitudes*
(SCIP-2017) *Sustainability Cultural Indicators Program-2017*

Project Name Adolescent Brain Cognitive Development (ABCD)

Project Mode Primary: Mixed Secondary: Mixed Total of Modes: 2

Project Type Sponsored Projects **Project Status** Current

Budget ***Direct Budget:*** 277,805.00 ***Indirect Budget:*** 0.00 ***Total Budget:*** 430,596.00

Principal Investigator/Client Mary Heitzeg (UM Dept of Psychiatry)

Funding Agency NIH

IRB ***HUM#:*** HUM00106316 ***Period Of Approval:*** 9/10/2015-1/7/2017

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

Proposal #: no data

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

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

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

SRO Project Period 05/2016 - 03/2018

Data Col Period 05/2016 - 02/2018

Security Plan NA

Milestone Dates

PreProduction Start: 05/15/2016

Pretest End:

Staffing Completed: 05/20/2016

SS Train Start:

DC Start: 05/20/2016

Pretest Start:

Recruitment Start: 05/20/2016

GIT Start:

SS Train End:

DC End: 02/28/2018

Other Project Team Members:

Other Project Names: Adolescent Brain Cognitive Development

Sample Mgmt Sys NA

Data Col Tool NA

Hardware NA

DE Software NA

QC Recording Tool NA

Incentive NA

Administration NA

Payment Type NA

Payment Method NA

Report Period July, 2017 (ABCD)

Project Phase Implementing

Risk Level On Track

Monthly Update UM Clinic is likely to have recruitment goal increased, so we will need to recruit additional schools. We are tentatively projecting this will not overrun the budget.

Special Issues

NONE

Cost

Jul 24, 2017

Total Cost to Date (Direct + Indirect): 162,664.00
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

Jul 24, 2017

Dollars Projected For Month: 8,877.00
Actual Dollars Used: 5,642.00
Variance (Projected minus Actual): 0.00
Reason For Variance: Low activity due to summer

Measures

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

Other Measures

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

Report Period	July, 2017 (A-STARRS LS)	Project Phase	Implementing
Risk Level	Some Concerns		
Monthly Update	<p>This report provides a summary of the July activities of the Michigan team for the STARRS LS project, as well as our monthly expenses for June 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>		

Tables have been removed from this document. The full report has been uploaded.

BLUF:

- Production data collection continues. We released sample replicates 20 and 21 this month, bringing the total number of released sample lines to 37,078.
- A total of 9,375 main Wave 1 interviews and 153 Phase 5 (end game) interviews have been completed as of July 27. 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 received IRB approval for modification #11 (final contact protocol and end game updates) from the Michigan IRB and submitted it to USUHS for secondary review.
- Michigan staff attended a teleconference with the ODUSA and Chaplain points of contact for the Army, Guard and Reserve on July 26, to provide an update on safety plan activities.
- Dr. Wagner presented an update on survey data collection at the July 27 Scientific Advisory Board meeting.
- We updated our interview projections based on our recent response rates by phase.
- Enclave user support continues. The date for bringing the replacement server on line has been moved back to mid-September.

Activities for July 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. In July, Michigan staff participated in a telephone briefing with Army Chaplain POCs to review progress and provide an update on the study.
- We received IRB approval for annual reviews for SHOS-A and the umbrella protocols. We also received IRB approval for modification #11 outlining the decisions on subsampling rates and final contact protocols to be used for the remainder of Wave 1 data collection, as well as the final end game plans.
- We began working on staffing plans for Wave 2 data collection pre-production activities and upcoming modifications to our technical systems.
- Dr. Wagner presented an update on data collection progress at the Scientific Advisory Board meeting.
- We are tracking a few requests to ICPSR that have been placed on hold due to staff absences on the ICPSR team.
- ICPSR created an informational flyer to be distributed at an upcoming conference, to publicize the Army STARRS public data holdings.
- We were alerted to a problem that held up invoices for April and May. The problem was corrected, and the Michigan financial offices will resume monthly invoicing.
- We are working on providing additional cost detail for our December 2011 invoice, in response to an HJF audit.

Enclave and User Support:

- Members of the Enclave IT team continued to maintain security requirements for the Enclave hardware.
- We continued work on setting up the replacement server. We had several key members of the team pulled off this project to work on a security audit for another project. As a result, we are moving the estimated date of completion back about two weeks (from the end of August, to mid-September).
- 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 and ID swaps 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.
- The team is preparing for the next load of STARRS-LS survey data, scheduled for mid-August.

Data Collection Progress and Plans:

- As of July 27, the production statistics are as follows:
 - o Replicates released: 1-21, with a total of 37,078 sample lines
 - o Completed Web main interviews: 7,909
 - o Completed CATI main interviews: 1,466
 - o Completed End Game interviews: 23 (19 Web, 4 IVR) from Replicates 1-2
 - o Completed End Game interviews: 130 (91 Web, 39 CATI) from Replicates 11-15.
- Main data collection for Replicates 17-18 was completed this month. We completed end game data collection for Replicates 11-13.
- We put in place some adjustments to the end game protocol, in an effort to increase our calling coverage.
- We have been somewhat under-staffed in our interviewing team. We are in the process of hiring additional interviewers, and have a training scheduled for August.
- We released a new build of our sample management system, which was designed to improve our calling efficiency. We experienced a few issues with the launch of the new version, resulting in some of the email message reminders being sent later than scheduled. All emails have been sent, and we are closely monitoring email releases to ensure that the system is working correctly.

- Table 1 below provides the timeline for sample replicates 12-22, including main data collection (Phases 1-4) and end game (Phase 5) activities. [table in uploaded file]

Data Collection Results:

- Table 2 below show response rates by phase as of July 27. Replicates 11-13 are complete through Phase 5. Replicates 14-17 are complete through Phase 4, and Phase 5 is in process. Replicates 18-21 are still in process. [table in uploaded file]

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 in April 2017. The table was updated this month using completion rates by phase from the past three months. This resulted in a small increase in the projected number of main interviews (N=124) and end game interviews (N=20). We continue to monitor cost and response rate assumptions, and will update this table quarterly. [table in uploaded file]

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 \$252,459 in June 2017 on data collection, production support, project management, data management and reporting, and enclave support. We are currently projecting a surplus of \$116,902 for the total project (0.9% of the total budget), increasing our total cost estimate by \$130,338 from last month's report. We will continue to evaluate the cost and production assumptions and will update cost projections on a monthly basis. [table in uploaded file]

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 rates of confirming respondent information, and cooperation rates remain stable for the main interview. We have some indication that we have correct contact information for 54% of the sample ("Confirm R" rate); and 61% of those with "confirmed R" information have completed the interview ("Cooperation" rate).
 - o We have added individual lookups from Accurant to our end game protocol to see if that can help improve our contact rate. Our Confirm R rate for the first three end game replicates is 37%, and the Cooperation rate is 72%.
 - o We continue to wait for the Army to determine if they can provide any additional address information for the STARRS-LS sample.
- New technical systems.
 - o Our technical systems are performing well overall, although this month we experienced issues which led to a delay in sending some emails. We are assessing the problems and the team continues to work to improve our technical systems.
 - 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.
- Addition of public use datasets.
 - o We are waiting for Army and PI decisions on which Army STARRS datasets will be made available to the wider research community. Once the decisions are made, we will need to evaluate the impact this will have on our staffing and costs, and will prepare budgets and timelines for these activities.
 - o We have prepared a ballpark budget for preparing STARRS-LS survey data for inclusion in the ICPSR holdings (as this was not in our original scope or budget). We will need to get approval for funding later this year so we can implement any necessary contract modifications and schedule staff time for this work to be completed in spring 2018 for Wave 1.

Cost Jul 18, 2017

Total Cost to Date (Direct + Indirect):	5,529,038.00
Estimated Cost at Completion (E\$AC):	12,621,331.00
Total Budget:	12,738,233.00
Variance (Budget minus E\$AC):	116,902.00
Reason For Variance:	

We continue to adjust our costs each month, to reflect staffing and non-salary changes. This variance 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 Jul 18, 2017

Dollars Projected For Month:	298,409.00
Actual Dollars Used:	252,459.00
Variance (Projected minus Actual):	45,950.00
Reason For Variance:	

The under-run is primarily due to fewer interviewer and team leader hours worked than projected. we are in the process of hiring additional staff to make up the short fall in interviewer hours.

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

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 border="1" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> PreProduction Start: 04/01/2016 Pretest End: Staffing Completed: SS Train Start: 10/17/2016 DC Start: 10/03/2016 </td> <td style="width: 50%; vertical-align: top;"> Pretest Start: Recruitment Start: 07/01/2016 GIT Start: SS Train End: DC End: 07/31/2017 </td> </tr> </table>				PreProduction Start: 04/01/2016 Pretest End: Staffing Completed: SS Train Start: 10/17/2016 DC Start: 10/03/2016	Pretest Start: Recruitment Start: 07/01/2016 GIT Start: SS Train End: DC End: 07/31/2017
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Other Project Team Members:	Joe Matuzak - Project Manager; Dan Zahs - Sampling; Sue Hodge - SSA; Kirsten Alcser - SPA; Paul Schultz - programmer; Brad Goodwin - data manager; J. Smith - Surveytrak programmer.					

Other Project**Names:****Sample Mgmt Sys**

SurveyTrak; Illume

Data Col Tool

Illume; SAQ

Hardware

Laptop; [UM cell] Phone; Paper and Pencil

DE Software

Illume

QC Recording Tool

N/A

Incentive

Yes, R

Administration

SRO Group

Payment Type

Check, post (\$20 or \$10); Cash, prepaid (\$2)

Payment Method

Check through STRak RPay System; Check through other system (Export from Illume); Imprest Cash Fund from

Report Period	July, 2017 (DMACS)	Project Phase	Closing
Risk Level	<i>Some Concerns</i>		
Monthly Update	During July 2017, SRO activities included the following:		
	Task 1: Management, Budget and Work Plan		
	<ul style="list-style-type: none">• Budget expenses updated• QC performed on Wave 2 PAPI data entry• Follow-up QC done on Wave 1 question 8b data		
	Task 2: Sampling		
	Task 3: Questionnaire Development		
	Task 4: CAI Programming		
	Task 5: Systems Programming		
	Tasks 6, 7: Interviewer Recruitment & Hiring, Training		
	Task 8: Main Data Collection		
	<ul style="list-style-type: none">• Data collection efforts completed.• Final Respondent Incentive payments<ul style="list-style-type: none">o Two late Wave 1 responses required paymento Two additional Wave 2 PAPI entered and paid• Data entry completed• Wave 2 has 439 completed interviews – 303 web and 135 PAPI		
	Task 9: Post Collection Processing		
	<ul style="list-style-type: none">• Preliminary Wave 2 data file delivered		
	Task 10: Weighting		
	<ul style="list-style-type: none">• Discussion with PIs about adjustment of Wave 1 weighting, bringing education back in• Discussion of Wave 2 weighting begun		
	Task 11: Final Data Deliverables		
	<ul style="list-style-type: none">• Final report begun		
	Cost information: Kresge Foundation funding		
	Total survey funding awarded:	\$	256,770
	Total Expended as of 6/31/2017	\$	288,648
	Expected cost at complete	\$	274,432
	Expected Variance:	\$	(17,663)

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 projected 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. In addition, charges for Illume submissions were not included in the budget, and these add another \$1000 in cost.

Special Issues**Areas of Concern:**

- Budget/Expenses – The data collection budget proved to be challenging, both because we fell well behind schedule and because Wave 1 had substantially higher PAPI response than was anticipated. Wave 2 has more web completes than PAPI, so that has helped keep data entry costs down.
- This was 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 proved successful, as 68% of the Wave 2 responses came via web, compared to a 43% rate in Wave 1. Because it is a feasibility study, there was concern that protocol prescriptions (and budgeted costs) might negatively affect the overall (traditional) response rate for the study, especially since a decision was made with the PIs that for Wave 2 we would seek to maximize the number of people who did the study online versus PAPI. However, this concern turned out not to be a substantial issue, as we hit 95% of our Wave 2 goal, and we were also able to move 100 respondents from PAPI to web with an extra incentive offer.
- We expect final reports and data delivery mid-August.

Cost
Aug 01, 2017

Total Cost to Date (Direct + Indirect): 288,647.90
Estimated Cost at Completion (E\$AC): 274,431.71
Total Budget: 256,769.00
Variance (Budget minus E\$AC): -17,662.71
Reason For Variance:

The cost estimate projects an overrun, due to inadvertent under-budgeting of interviewer hours and other expenses. This overrun has been reviewed by SRC, and will continue to be carefully monitored as the project progresses. The expected overrun was estimated to be \$17,000, but we have also added Illume costs, which were not budgeted at the time the project began.

Projections
Aug 01, 2017

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

Data collection costs were pushed forward since the project continues to operate on an extended timeline.

Measures

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

Other Measures

Wave 2 goal: 460 completes. Currently: 439 completes.

Project Name	Empirical Assessment of Respondent Driven Sampling (EARDS)													
Project Mode	Primary: Face to Face Total of Modes: 1													
Project Type	Sponsored Projects		Project Status	Current										
Budget	Direct Budget:	151,337.00	Indirect Budget:	83,234.00 Total Budget: 234,871.00										
Principal Investigator/Client	Sunghee Lee (ISR)													
Funding Agency														
IRB	HUM#:	Period Of Approval:												
Project Team	Project Lead:	Sara D Freeland												
	Budget Analyst:	Dean E Stevens												
	Production Manager:	Sara D Freeland												
	Senior Project Advisor:	Kirsten Haakan Alcser												
	Production Manager:	James Koopman												
	Production Manager:													
Proposal #:	no data													
Description:	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.													
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Data Col Period	05/2017 - 08/2017													
Security Plan	NA													
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Staffing Completed: 04/21/2017	GIT Start:													
SS Train Start:	SS Train End:													
DC Start: 05/01/2017	DC End: 10/30/2017													
Other Project Team Members:														
Other Project Names:	PATH (Positive Assessment Towards Health)													
Sample Mgmt Sys	SurveyTrak													
Data Col Tool	Blaise 4.8													
Hardware	Laptop													
DE Software	Blaise 4.8 BIA													
QC Recording Tool	N/A													
Incentive	Yes, R													
Administration	SRO Group													
Payment Type	Cash, post (\$30/Main interview \$10/coupon interview(up to 3)\$5 if ineligible)													
Payment Method	NA													

Report Period	July, 2017 (EARDS)	Project Phase	Implementing
Risk Level	On Track		
Monthly Update	<p>The new phone protocol is fully out and functioning in the field. We've also noticed an increase in productivity with more scheduled interviews and fewer cancellations. We've added a new site in Macomb county (Biomed) and this seems to be working out well.</p> <p>We've had some very high production days, especially in Detroit. We added 2 new 'Seed' interviews in each of the three locations.</p>		

Special Issues

There was a flaw in the main instrument that was not allowing a small number of respondents to answer 'No' to one question. The issue has been identified and the fix is being tested now. This fix should be in place by the start of July.
- Fixed now.

Cost

Jul 12, 2017

Total Cost to Date (Direct + Indirect): 122,234.32

Estimated Cost at Completion (E\$AC): 231,420.98

Total Budget: 234,871.00

Variance (Budget minus E\$AC): 3,150.02

Reason For Variance:

We've paid less in respondent incentives than we expected so far. It looks like this situation will be corrected as our production has picked up in the last few weeks.

Projections

Jul 12, 2017

Dollars Projected For Month: 56,140.49

Actual Dollars Used: 37,915.64

Variance (Projected minus Actual): 18,224.85

Reason For Variance:

Most of the money in the budget is tied up in unused respondent incentives. This money will have to be allocated towards other project costs and should even out once that is done.

Measures

	Units Complete	RR	HPI
Current Goal:			
Goal at Completion:	400		
Current actual:	189		
Estimate at Complete:			
Variance:			

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 border="1" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> PreProduction Start: Pretest End: Staffing Completed: SS Train Start: DC Start: </td> <td style="width: 50%; vertical-align: top;"> Pretest Start: Recruitment Start: GIT Start: SS Train End: DC End: </td> </tr> </table>				PreProduction Start: Pretest End: Staffing Completed: SS Train Start: DC Start:	Pretest Start: Recruitment Start: GIT Start: SS Train End: DC End:
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:	Applications Programmers: Jeff Smith (STrak), Holly Ackerman (Webtrak, Weblog) CAI Programmer: Jim Hagerman Data Manager: Brad Goodwin Help Desk: Deb Wilson					
Other Project Names:						
Sample Mgmt Sys	SurveyTrak					
Data Col Tool	Blaise 4.8					
Hardware	Laptop; [UM cell] Phone; Paper and Pencil					
DE Software	Excel					
QC Recording Tool	DRI-CARI; Camtasia					
Incentive	Yes, R; Yes, INF					
Administration	NA					
Payment Type	Check, prepaid (\$50); Check, post (\$25)					
Payment Method	Check through STrak RPay System					

Report Period	July, 2017 (HCAP 2016)	Project Phase	Implementing
Risk Level	Some Concerns		
Monthly Update	As of July 23rd, there are 3,289 completed respondent interviews and another 3,065 informant interviews.		
	Current Response/Completion Rates		

Sample	Response Rate	Completion Rate
Priority Sample	59%	89%
Total Sample (all)	77%	91%

We expect that there will be one final sample release in August, and that release will include only HRS Proxy cases.

We held interviewer debriefing meetings this month - but we continue to work the remaining sample.

Special Issues

Cost
Jul 31, 2017

Total Cost to Date (Direct + Indirect):	4,464,866.88
Estimated Cost at Completion (E\$AC):	4,684,977.64
Total Budget:	4,476,719.00
Variance (Budget minus E\$AC):	-208,255.64
Reason For Variance:	Several workscope changes have been implemented including additional cognitive tests for the Respondent interview, length of interviewer training, interviewer retention bonus, project management staff hours, and respondent incentives.

In addition, actual interviewer rates are higher than the rates used on the budget. All interviewers working on the project are on-staff.

Projections
Jul 31, 2017

Dollars Projected For Month:	133,132.95
Actual Dollars Used:	120,410.06
Variance (Projected minus Actual):	12,722.89
Reason For Variance:	

Measures

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

Other Measures

Project Name	Health and Retirement Study (HRS 2016)																								
Project Mode	Primary: Mixed Total of Modes: 2																								
Project Type	Sponsored Projects		Project Status	Current																					
Budget	Direct Budget:	24,690,534.00	Indirect Budget:	8,888,593.00	Total Budget: 33,579,127.00																				
Principal Investigator/Client	David Weir (SRC) Mary Beth Ofstedal (SRC) Ken Langa (SRC)																								
Funding Agency	NIA																								
IRB	HUM#:	HUM00061128	Period Of Approval:	1/15/2015 - 1/14/201																					
Project Team	Project Lead:	Nicole G Kirgis																							
	Budget Analyst:	Richard Warren Krause																							
	Production Manager:	Stephanie Sullivan																							
	Senior Project Advisor:	Mary P Maher																							
	Production Manager:	Jennifer C Arrieta																							
	Production Manager:	Piotr Dworak																							
Proposal #:	no data																								
Description:	The Health and Retirement Study (HRS) is a national, longitudinal study conducted every two years since 1992. The study includes a representative sample of US residents aged 50 years and older. Every six years (three waves) a new cohort of US residents aged 50 to 55 are screened in to the study to maintain representativeness. In 2004, the early baby boomers were screened in and completed a baseline interview. In 2010, the mid baby boomer cohort was added as well as a minority oversample of both early and mid-baby boomers. In 2016, the late baby boomer cohort will be added. A series of physical measures and biomarkers are collected with half of all living respondents each wave as well as a self-administered questionnaire. Additionally, permission to link to Social Security Administration records and Veterans Administration (VA) records is requested.																								
SRO Project Period	04/2015 - 06/2017																								
Data Col Period	02/2016 - 04/2017																								
Security Plan	NA																								
Milestone Dates	<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																						
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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																								

Report Period	July, 2017 (HRS 2016)	Project Phase	Implementing
Risk Level	Some Concerns		
Monthly Update	During the month of July, data collection for the new cohort and panel components continued. A group of approximately 50 interviewers continued to work the majority of the panel sample. With rate of panel production, panel production will continue through mid-August until a minimum 83% response rate is achieved. The remaining interviewers will continue screening and baseline interviewing with goal to finish new cohort data collection mid-December. Additional strategies have been discussed and implemented in effort to boost data collection.		

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

2018 Systems Development Milestones:

Web pilot – 'online' (MSMS + Blaise 5) – week beginning 7 August (original target date - 24 July 2017)

First CAPI test – 'offline' – possibly early September 2017 (this is later than expected, final date TBD) (local field interviewers)

Key decision point – September 2017 – systems and modes for 2018 (MSMS/B5/B4.8/ST)

Special Issues

Cost

Jun 30, 2017

Total Cost to Date (Direct + Indirect):	32,184,632.96
Estimated Cost at Completion (E\$AC):	38,380,086.00
Total Budget:	33,579,127.00
Variance (Budget minus E\$AC):	-4,800,959.00
Reason For Variance:	Projections have been refined to reflect additional training costs for June and to extend data collection for panel into mid-August and New Cohort into December 2017.

Projections

Jun 30, 2017

Dollars Projected For Month:	927,211.11
Actual Dollars Used:	1,152,635.58
Variance (Projected minus Actual):	225,424.39
Reason For Variance:	Actual dollars for the month of June came in over projections mostly due to hours coming in 25% more than projected. In terms of non-salary costs, respondent payments and travel were higher than projected.

Measures

	Units Complete	RR	HPI
Current Goal:	23,569	85%	7.45
Goal at Completion:	23,569	85	7.45
Current actual:	20,317	71%	8.5
Estimate at Complete:	22,907	83	8.5
Variance:	-662	-2	-1.05

Other Measures

Goal for New Cohort is 5,228 interviews (expected: 5000)
 Goal for Panel is 18,341 interviews, 85% (expected: 17,907, 83%)

Project Name Housing & Children (HCDC, H&C)

Project Mode Primary: Face to Face Total of Modes: 1

Project Type Sponsored Projects **Project Status** Current

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

Principal Investigator/Client

Funding Agency

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

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

Proposal #: no data

Description:

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

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

SRO Project Period 04/2016 - 02/2020

Data Col Period 05/2017 - 05/2018

Security Plan NA

Milestone Dates

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

Other Project

Team Members:

Other Project Names:	Housing & Children's Healthy Development
Sample Mgmt Sys	SurveyTrak; SMS; Illume
Data Col Tool	Blaise 4.8; SAQ
Hardware	Laptop; Desktop; [UM cell] Phone; Paper and Pencil; Other (laser measurement device)
DE Software	Blaise 4.8 BIA ; External vendor (CASO - scanning)
QC Recording Tool	DRI-CARI
Incentive	Yes, R; Yes, INF; Yes, Other (screening households)
Administration	SRO Group
Payment Type	Cash, prepaid (\$5 for subsample, \$2 prenotification); Cash, post (\$75 adult, \$50 child); Other (child gift <\$5, Fir
Payment Method	Interviewer payment of cash (reimbursed/reconciled via Tenrox); Imprest Cash Fund from ISR Business Office

Report Period	July, 2017 (HCDC, H&C)	Project Phase	Implementing
Risk Level	<i>Some Concerns</i>		
Monthly Update	<p>During July 2017, SRO activities included the following:</p> <p>Task 1: Management, Budget and Work Plan</p> <p>% Task Spent to Date</p> <ul style="list-style-type: none"> • Held regular meetings with the research team to discuss design, deliverables, schedule, funding, production issues • Invoicing <ul style="list-style-type: none"> o Prepared and issued revised invoices for Feb 2017 through May 2017. Prepare early invoice for June 2017. o Worked with JHU to revise language in DUA to allow modification to expense distribution across funding agencies in order to meet invoicing deadlines related to funding availability. • Reviewed/monitored spending compared to budget. Revised monthly projections. • Prepared weekly production reports. • Modified production monitoring dashboards . • Conducted reverse matching batch search to obtain phone numbers for Population Sample. • Drafted preliminary "locked building/gated community" protocol for review. • Created new administration booklet for PCG Records-Matching consent form. • Began creating formal Pilot report. • Set up email handling protocol for Dallas Voucher sample. Created draft html email in survey software; sent test emails to research team. <p>Task 2: Sampling</p> <p>% Task Spent to Date</p> <ul style="list-style-type: none"> • Monitored production progress versus sampling assumptions • Finalized number of sample lines required for Q2 population and Voucher sample • Conducted reverse match of phone numbers for Population Sample. <p>Task 3: Questionnaire Development</p> <p>% Task Spent to Date</p> <ul style="list-style-type: none"> • Updated specification for pulling completion variables/indicators from Blaise into SurveyTrak • Iterative testing for Spanish-language programming, including Spanish consent launch. • Iterative testing for Spanish version of Woodcock-Johnson tests. • Updated specifications for collection of email address, cell phone number (with permission to text). • Updated interviewer instructions regarding collection of HH SAQs (collect only one HH SAQ per household). <p>Task 4: CAI Programming</p> <p>% Task Spent to Date</p> <ul style="list-style-type: none"> • Programmed data pulls into SurveyTrak (for monitoring completion rates) • Programmed interviewer instructions in Child interview • Programmed data entry programs for Household SAQs and Child SAQ. <p>Task 5: Systems Programming</p> <p>% Task Spent to date</p> <ul style="list-style-type: none"> • SurveyTrak Programming <ul style="list-style-type: none"> o Updated programming of field reports • Web Log <ul style="list-style-type: none"> o Added enhanced search fields (for various documents) o Fixed minor bugs • Triaged/managed interviewer technical issues <p>Tasks 6, 7: Interviewer Recruitment & Hiring, Training</p> <p>% Task Spent to Date</p>		

- Conducted Spanish-language training on July 10, 2017
- Conducted refresher training in Dallas July 11-12, 2017
- Conducted refresher training in Cleveland July 18-19, 2017
- Prepare and conducted interviewer training on non-standard block observations during the week of July 24.

Task 8: Main Data Collection

% Task Spent to Date

- Reviewed/monitored performance of interviewers. Created performance improvement plans where necessary.
- Conducted weekly Team Leader (TL) conference calls, weekly interviewing-team conference calls, and weekly one-on-one TL-Interviewer conference calls.
- Conducted reminder calling for Daily Diaries.
- Logged completed interview materials, dried blood spots. Reconciled incorrectly labeled or missing items.
- Reviewed all consent documents and respondent payment receipts.
- Cumulative production as of 7/30/2017:
 - o Completed
 - ☐ 415 Screener interviews (with eligible respondents), identified 820 ineligible households, 311 non-sample addresses
 - ☐ 222 PCG interviews
 - ☐ 258 Child interviews
- Ran quality-checking reports on physical measures and biomarkers.
- Prepared blood spots for shipment to Northwestern University laboratory.
- Worked with vendor to specify materials and implement shipment of Spanish-language materials to interviewers.
- Worked with vendor to specify materials for Quarter 2 mailing. Provided updated forms as necessary.

Task 9: Post Collection Processing

% Task Spent to Date

- Entered data for first 50 cases for household and child SAQs.

Task 10: Weighting

% Task Spent to Date

- N/A

Task 11: Final Data Deliverables

% Task Spent to Date

- Reviewed initial data deliverables. Updated specification for deliverables as necessary to properly handle PII variables.
- Delivered data for first 100 cases for research team review

Special Issues**Areas of Concern:**

- Hours per screener for the Voucher Sample are running higher than budgeted. This is particularly true in Cleveland, where the sample addresses are much older. We received permission to complete batch locating on the voucher cases, and released 167 phone number for the CMHA sample and 151 numbers for the DHA sample. We will continue to monitor the Voucher sample carefully. However, 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.
- 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.
- Coming out of the Pilot, SRC's cost analysis indicated that having an adult (PCG) interview approximately 13 minutes longer than originally projected (for voucher sample, we had projected 85 minutes) could be accommodated within our hours per interview (HPI) projections. However, early Main study timings indicate that the changed consent procedures have added significantly to the overall timings, above and beyond the 13 minutes. This includes adding about 8 minutes to the consenting and receipt management, and another 5-8 minutes primarily for revised social security forms. It is unclear what the impact of this additional respondent burden will be on cooperation rates and cost per interview.
- The rate of return for the Child Time Diary is better than it was in the Pilot, however it is still lower than desired for the project, 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. SRC is emphasizing the importance of the diary in the July refresher trainings with interviewers.
- Rates of return of the Household SAQ are lower than in the Pilot, and are lower than desired for the study overall. SRC is emphasizing the importance of the SAQs to interviewers in the July refreshers trainings, and is also emphasizing proper document shipping protocols.
- PCG dried blood spot collection is adequate, and participation rates are high. Child consent/assent rates are far higher than in the Pilot. However interviewers (even experienced interviewers) are unable to completely fill spots on the collection cards. A refresher on DBS collection is included in the July refresher training. Trainers will gather information from interviewers on respondent reactions, procedures, and possible future protocol improvements.

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.
- Worked with ICPSR to prepare scope and budget for production of public use datasets.
- At the request of the research team, SRC developed a locating program and recruited locating staff due to expectations that a much higher proportion of phone numbers for the Voucher sample will be unusable.

Cost
Jul 17, 2017

Total Cost to Date (Direct + Indirect):	3,013,807.00
Estimated Cost at Completion (E\$AC):	10,936,899.00
Total Budget:	10,743,019.00
Variance (Budget minus E\$AC):	193,880.00
Reason For Variance:	The variance is due to higher costs due to a higher than projected cost of screening. We also have much higher than anticipated programming costs (more changes between Pilot and Main than anticipated). We anticipate that the work scope will be adjusted to bring the costs in line with available funding.

Projections
Jul 17, 2017

Dollars Projected For Month:	543,046.28
Actual Dollars Used:	530,196.30
Variance (Projected minus Actual):	12,850.00
Reason For Variance:	Interviewer travel is lower than projected, likely due to the holiday, interviewer vacations, and also interviewer training, which lowered production for two weeks.

Measures

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

Other Measures

Project Name HRS 2017 Consumption and Activity Mail Study (CAMS 2017)

Project Mode Primary: Mail Total of Modes: 1

Project Type Sponsored Projects **Project Status** Current

Budget **Direct Budget:** 292,414.00 **Indirect Budget:** 105,269.00 **Total Budget:** 397,683.00

Principal Investigator/Client David Weir (SRC)
Mary Beth Ofstedal (SRC)

Funding Agency

IRB **HUM#:** HUM00079949 **Period Of Approval:** 4/13/2017 - 4/12/2018

Project Team **Project Lead:** Daniel Tomlin
Budget Analyst: Richard Warren Krause
Production Manager:
Senior Project Advisor: Mary P Maher
Production Manager:
Production Manager:

Proposal #: no data

Description: CAMS is part of the Health and Retirement Study (HRS). The goal of CAMS is to gather additional data on household consumption and activities of daily living from participants in the HRS. In 2017, a paper questionnaire will be mailed to approximately 8,000 respondents of which 6,000 will receive the full questionnaire and 2,000 spouse/partners will receive a brief questionnaire.

SRO Project Period 06/2017 - 05/2018

Data Col Period 09/2017 - 04/2018

Security Plan Yes

Milestone Dates

PreProduction Start: 05/22/2017

Pretest Start:

Pretest End:

Recruitment Start:

Staffing Completed:

GIT Start:

SS Train Start:

SS Train End:

DC Start: 09/20/2017

DC End: 04/30/2018

Other Project Team Members: Actual budget analyst is Grace Tison but she is not available in the drop-down list.

Data Manager: Qi Zhu
Project Assistant: Jeannie Baker
Programmer: Holly Ackerman
Assembly Coordinator: Vicki Wagner
Project Manager: Jennifer Arrieta
CAMS

Other Project Names:

Sample Mgmt Sys Other (Weblog)

Data Col Tool SAQ

Hardware Paper and Pencil

DE Software Other (HRS study staff is responsible for data entry)

QC Recording Tool N/A

Incentive Yes, R; Yes, Other (spouse)

Administration SRO Group

Payment Type Check, prepaid (\$25 to main R and \$10 to spouse R)

Payment Method Check through STrak RPay System

Report Period July, 2017 (CAMS 2017) **Project Phase** Planning

Risk Level On Track

Monthly Update CAMS preproduction continues through July. Work has been primarily focused on readying all materials for IRB submission, which has included the creation of a new production material and coordination with the HRS study staff. With materials as the primary focus some work has begun testing the technical systems for production but will pick up entering August.

Special Issues

The budget is based on a sample of HRS Panel respondents but study staff has yet to decide whether to include New Cohort respondents.

Cost

Jun 30, 2017

Total Cost to Date (Direct + Indirect): 1,445.21

Estimated Cost at Completion (E\$AC): 398,084.47

Total Budget: 397,683.00

Variance (Budget minus E\$AC): -401.47

Reason For Variance: Adjustments to projections based on staff assigned and work in June.

Projections

Jun 30, 2017

Dollars Projected For Month: 5,686.17

Actual Dollars Used: 999.51

Variance (Projected minus Actual): 4,686.66

Reason For Variance: Work in June was not as extensive as initially projected. Projections have been pushed forward.

Measures

	Units Complete	RR	HPI
Current Goal:		70%	
Goal at Completion:		70%	
Current actual:			
Estimate at Complete:			
Variance:			

Other Measures

Project Name	Life History Mail Survey (HRS LHMS 2017)					
Project Mode	Primary: Mail Total of Modes: 1					
Project Type	Sponsored Projects		Project Status	Current		
Budget	Direct Budget:	338,063.61	Indirect Budget:	185,933.94		
			Total Budget:	523,997.55		
Principal Investigator/Client	Mary Beth Ofstedal (ISR) Jacqui Smith (ISR) David Weir (ISR)					
Funding Agency						
IRB	HUM#:	Period Of Approval:				
Project Team	Project Lead:	James Koopman				
	Budget Analyst:	Janelle P Cramer				
	Production Manager:	James Koopman				
	Senior Project Advisor:	Evanthia Leissou				
	Production Manager:					
	Production Manager:					
Proposal #:	no data					
Description:	<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"> • Four weeks after the original questionnaire mailing, a second questionnaire will be sent to persons who have not returned the original mail survey. • 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. 					
SRO Project Period	01/2017 - 06/2017					
Data Col Period	04/2017 - 06/2017					
Security Plan	NA					
Milestone Dates	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center; vertical-align: top;"> PreProduction Start: Pretest End: Staffing Completed: SS Train Start: DC Start: </td> <td style="width: 50%; text-align: center; vertical-align: top;"> Pretest Start: Recruitment Start: GIT Start: SS Train End: DC End: </td> </tr> </table>				PreProduction Start: Pretest End: Staffing Completed: SS Train Start: DC Start:	Pretest Start: Recruitment Start: GIT Start: SS Train End: DC End:
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:	James Koopman, Eva Leissou and Ann Vernier					

Other Project**Names:**

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

Report Period July, 2017 (HRS LHMS 2017) **Project Phase** Implementing

Risk Level On Track

Monthly Update We are wrapping up data collection and have had a very good response. We've exceeded our response rate expectations and continue to receive a handful of surveys every week. I expect to end the project with a 73% response rate, which is 3% higher than our goal at the start of production.

SAQ	Complete	Refused	Deceased	
3652	207	55		total sample: 5174

We have received good data back from CASO and we expect biweekly data deliveries until the end of production.

Schedule:

English Spanish

05/24/2017	06/21/2017	Invitation letters
06/21/2017	07/12/2017	First Reminder letters
07/12/2017	08/03/2017	Thank you/Reminder Postcards
08/03/2017	08/31/2017	Final Reminder letter

Special Issues

Cost

Jun 12, 2017

Total Cost to Date (Direct + Indirect):	242,737.37
Estimated Cost at Completion (E\$AC):	523,997.00
Total Budget:	523,997.55
Variance (Budget minus E\$AC):	281,259.63

Reason For Variance: We have a few outstanding CASO charges that haven't hit the account. After looking at salary needed for SRO logging staff and the amount of time the project manager spends on the project we think we'll be right on target.

Projections

Jun 12, 2017

Dollars Projected For Month:	71,330.95
Actual Dollars Used:	36,359.37
Variance (Projected minus Actual):	34,971.58

Reason For Variance: We're a little off schedule for when we expected CASO charges to come in and hit the account. There were two mailings that will be reflected in next months cost report.

Measures

	Units Complete	RR	HPI
Current Goal:	3500	70	
Goal at Completion:	3500	70	
Current actual:	3652	71	
Estimate at Complete:			
Variance:			

Other Measures

Project Name	Mathematics Teachers & Teaching Study (MTTS)													
Project Mode	Primary: Mail Secondary: Telephone Total of Modes: 2													
Project Type	Sponsored Projects		Project Status	Current										
Budget	Direct Budget:	656,787.81	Indirect Budget:	362,629.19 Total Budget: 1,019,417.00										
Principal Investigator/Client	Heather Hill (Harvard Graduate School of Education) Patty Maher (ISR PI)													
Funding Agency														
IRB	HUM#:	HUM90379	Period Of Approval:	6/25/2014-6/25/2015										
Project Team	Project Lead:	Barbara Lohr Ward												
	Budget Analyst:	Dean E Stevens												
	Production Manager:	Russell W Stark												
	Senior Project Advisor:	Stephanie A Chardoul												
	Production Manager:	Anthony Romanowski												
	Production Manager:													
Proposal #:	no data													
Description:	<p>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.</p>													
SRO Project Period	09/2014 - 06/2016													
Data Col Period	01/2015 - 12/2015													
Security Plan	NA													
Milestone Dates	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;">PreProduction Start: 10/01/2014</td> <td style="padding: 5px;">Pretest Start:</td> </tr> <tr> <td style="padding: 5px;">Pretest End:</td> <td style="padding: 5px;">Recruitment Start: 01/26/2015</td> </tr> <tr> <td style="padding: 5px;">Staffing Completed:</td> <td style="padding: 5px;">GIT Start:</td> </tr> <tr> <td style="padding: 5px;">SS Train Start:</td> <td style="padding: 5px;">SS Train End:</td> </tr> <tr> <td style="padding: 5px;">DC Start: 03/02/2015</td> <td style="padding: 5px;">DC End: 05/31/2016</td> </tr> </table>				PreProduction Start: 10/01/2014	Pretest Start:	Pretest End:	Recruitment Start: 01/26/2015	Staffing Completed:	GIT Start:	SS Train Start:	SS Train End:	DC Start: 03/02/2015	DC End: 05/31/2016
PreProduction Start: 10/01/2014	Pretest Start:													
Pretest End:	Recruitment Start: 01/26/2015													
Staffing Completed:	GIT Start:													
SS Train Start:	SS Train End:													
DC Start: 03/02/2015	DC End: 05/31/2016													
Other Project Team Members:	Barb Ward - Lead Russ Stark - Production Lead Judi Clemens, Donnalee Grey-Farquharson - District IRB Dan Zahs, Paul Burton - Sampling Hueichun Peng - Technical Lead, SRIS Jim Hagerman - Blaise Shaowei Sun- SRIS Laura Yoder - Data Mgt													

Other Project**Names:****Sample Mgmt Sys**

SMS; Project specific system (SRIS)

Data Col Tool

SAQ; Other (video recorded on tablet)

Hardware

Desktop; Tablet; Other (Tablets, Swivls, Tripods provided by research team)

DE Software

Blaise 4.8 BIA

QC Recording Tool

N/A

Incentive

NA

Administration

NA

Payment Type

Check, post (\$50 for SAQ, \$200 video); Cash, prepaid (5)

Payment Method

Check through other system (ISR Business Office); Imprest Cash Fund from ISR Business Office (ISR Business

Report Period

July, 2017 (MTTS)

Project Phase

Closing

Risk Level*On Track***Monthly Update**

During July, 2017, SRO activities included the following:

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 & Hiring, Training

Task 8: Main Data Collection

Task 9: Post Collection Processing

Task 10: Weighting

•

Task 11: Final Data Deliverables

- Updated result dates on IRB completed by Harvard.

Task 12: Video Storage Systems (EWB)

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.

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.

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

Cost
Jul 17, 2017

Total Cost to Date (Direct + Indirect): 967,835.00
Estimated Cost at Completion (E\$AC): 992,269.00
Total Budget: 1,019,417.00
Variance (Budget minus E\$AC): 27,147.00
Reason For Variance: Very low response rates to the video data collection resulted in lower than anticipated costs. We have negotiated with Harvard to spend down the overrun as much as possible, funding work by EWB.

Projections
Jul 17, 2017

Dollars Projected For Month: 3,541.00
Actual Dollars Used: 4,895.00
Variance (Projected minus Actual): 1,354.00
Reason For Variance: EWB charged more than projected.

Measures

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

Other Measures

Project Name	Monitoring the Future Web Programming and Survey Pilot (MTF Illume Web 2017)												
Project Mode	Primary: Mixed Total of Modes: 2												
Project Type	Sponsored Projects	Project Status	Current										
Budget	Direct Budget: 105,732.94	Indirect Budget: 58,153.12	Total Budget: 163,886.06										
Principal Investigator/Client	Megan Patrick (UM-SRC)												
Funding Agency													
IRB	HUM#:	Period Of Approval:											
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:	<p>This project is a continuation of MTF-WPSP Year 2/MTF Illume Web 2016. A new project is being created in MPR because the Project required a new PG.</p> <p>For this round of data collection we have 2 conditions:</p> <p>1. Paper - URL with credential provided if not complete after 1 month, or URL provided if requested</p> <p>2. Web - Paper provided if requested or if not complete after 1 month</p> <p>Note - Both conditions are eventually given each option if not completed</p>												
SRO Project Period	05/2017 - 12/2017												
Data Col Period	05/2017 - 09/2017												
Security Plan	NA												
Milestone Dates	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;">PreProduction Start:</td> <td style="padding: 5px;">Pretest Start:</td> </tr> <tr> <td style="padding: 5px;">Pretest End:</td> <td style="padding: 5px;">Recruitment Start:</td> </tr> <tr> <td style="padding: 5px;">Staffing Completed:</td> <td style="padding: 5px;">GIT Start:</td> </tr> <tr> <td style="padding: 5px;">SS Train Start:</td> <td style="padding: 5px;">SS Train End:</td> </tr> <tr> <td style="padding: 5px;">DC Start:</td> <td style="padding: 5px;">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:	Gina-Qian Yang Cheung, Donnalee Grey-Farquharson, Hueichun Peng, Lloyd Hemingway, Shaowei Sun (year 3 only), Jennie Williams, Peter Sparks, Dave Dybicki, Ashwin Dey												
Other Project Names:	MTF Web												
Sample Mgmt Sys	SMS; Web SMS; Illume												
Data Col Tool	NA												
Hardware	NA												
DE Software	NA												
QC Recording Tool	NA												
Incentive	Yes, Other (Managed by SRC Study Staff)												
Administration	NA												
Payment Type	N/A												
Payment Method	N/A												

Report Period	July, 2017 (MTF Illume Web 2017)	Project Phase	Implementing
Risk Level	Not Rated		
Monthly Update	<p>Budget not finalized/uploaded- MPR will be updated when the budget is finalized.</p> <p>16% Web completes</p> <p>15% SAQ received</p>		
Special Issues			

Cost	<i>Total Cost to Date (Direct + Indirect):</i>	36,230.19
Jun 30, 2017	<i>Estimated Cost at Completion (E\$AC):</i>	154,198.80
	<i>Total Budget:</i>	163,886.06
	<i>Variance (Budget minus E\$AC):</i>	9,687.26
	<i>Reason For Variance:</i>	

Projections	<i>Dollars Projected For Month:</i>	30,165.10
Jun 30, 2017	<i>Actual Dollars Used:</i>	20,765.12
	<i>Variance (Projected minus Actual):</i>	9,399.98
	<i>Reason For Variance:</i>	

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

Other Measures

Project Name	MTF Base Year Tablet Pilot (MTF Tablet Pilot)												
Project Mode	Primary: Class SAQ Total of Modes: 1												
Project Type	Sponsored Projects	Project Status	Current										
Budget	Direct Budget: 503,578.00	Indirect Budget: 276,969.00	Total Budget: 780,547.00										
Principal Investigator/Client	Richard Miech (UM-SRC)												
Funding Agency	National Institute on Drug Abuse (NIDA). Fall 2015-only budget, direct: \$67,163.00; Indir:\$36,940.00; Total:\$104,103.00												
IRB	HUM#: HUM00112493	Period Of Approval:	3/1/2017 - 2/28/2018										
Project Team	Project Lead: Meredith A House Budget Analyst: Christine Evanchek Production Manager: Barbara Aghababian-Homburg Senior Project Advisor: Stephanie A Chardoul Production Manager: Production Manager:												
Proposal #:	no data												
Description:	The fall 2015 and spring 2016 tablet pilots will test the feasibility of moving from paper Scantron forms to a tablet-based application for the administration of MTF Base Year data collection. Two forms of 8th/10th grade MTF survey and two forms of the 12th grade MTF survey will be administered in two schools in the fall pilot and in eight schools in the spring pilot.												
SRO Project Period	06/2015 - 08/2017												
Data Col Period	10/2015 - 05/2017												
Security Plan	Yes												
Milestone Dates	<table border="1" style="width: 100%;"> <tr> <td>PreProduction Start: 02/16/2017</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: 03/30/2017</td> <td>SS Train End: 04/06/2017</td> </tr> <tr> <td>DC Start: 04/04/2017</td> <td>DC End: 05/23/2017</td> </tr> </table>			PreProduction Start: 02/16/2017	Pretest Start:	Pretest End:	Recruitment Start:	Staffing Completed:	GIT Start:	SS Train Start: 03/30/2017	SS Train End: 04/06/2017	DC Start: 04/04/2017	DC End: 05/23/2017
PreProduction Start: 02/16/2017	Pretest Start:												
Pretest End:	Recruitment Start:												
Staffing Completed:	GIT Start:												
SS Train Start: 03/30/2017	SS Train End: 04/06/2017												
DC Start: 04/04/2017	DC End: 05/23/2017												
Other Project Team Members:	David Bolt (Technical Systems/Help desk), Lawrence Daher (Technical Systems/Help desk), Minako Edgar (Data Manager), Kyle Kwaiser (Technical Systems Lead/Data Manager), Paul Schulz (Survey Programmer), Marsha Skoman (App programmer), Pam Swanson (Survey Programmer), Daric Thorne (SSA). Note: Mike Nugent (SSL) is the field researcher for fall 2015. 2016-2017, MTF field staff will serve as FRs.												
Other Project Names:	MTF Fall 2015 Tablet Pilot MTF Spring 2016 Tablet Pilot MTF Spring 2017 Tablet Pilot												
Sample Mgmt Sys	SurveyTrak												
Data Col Tool	Other (SurveyCTO; custom)												
Hardware	Laptop; Tablet												
DE Software	Other (Google Form)												
QC Recording Tool	N/A												
Incentive	Yes, R; Yes, Other (Schools)												
Administration	SRO Group												
Payment Type	Check, prepaid (\$1,000 (fall 2015 schools only)); Check, post (\$500 or \$1000 (2016-2017 schools)); Cash, post												
Payment Method	Check through other system (Rpay spreadsheet); Imprest Cash Fund from ISR Business Office (Rpay spreadsh												

Report Period	July, 2017 (MTF Tablet Pilot)	Project Phase	Implementing
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Risk Level	On Track
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Monthly Update	In July:
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Spring 2017 data was delivered except for paradata and ID map files - a change in the underlying SurveyCTO audit structure leads us to do some additional work on this before delivery.

On July 13, we heard from the PI that the MTF Investigators decided they'd like to proceed with half-tablets for all grades next year. They requested a "smoothed" budget from SRO for the next five years of data collection to know the extent to which the deficit from purchasing the tablets will remain or shrink over the course of the project's five-year cycle.

Internal to SRO, some negotiation work for space for the tablets was carried out.

Special Issues

Cost
Jul 31, 2017

Total Cost to Date (Direct + Indirect): 1,021,979.26
Estimated Cost at Completion (E\$AC): 1,037,496.91
Total Budget: 780,547.00
Variance (Budget minus E\$AC): -256,949.91
Reason For Variance:

5-year grant ended 4/30/2017 and a new grant effective 5/1/2017 was 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 old 4/30/2017 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 (\$64,724 of budget was added to the 2017 PG in July, so the overall overrun is now lower).

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: \$979,976.56
 Cost at completion: \$979,976.56
 Projections: \$0
 Variance: \$-264,153.56

PG starting 5/1/17:
 Budget: \$64,724.00
 Total cost to date: \$42,002.70
 Cost at completion: \$57,520.35
 Projections: \$15,517.65
 Variance: \$7,203.65

Projections
Jul 31, 2017

Dollars Projected For Month: 810.00
Actual Dollars Used: 850.19
Variance (Projected minus Actual): -40.19
Reason For Variance:

Measures

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

Other Measures

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

Report Period	July, 2017 (NSFG 2010-2020)	Project Phase	Implementing
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Risk Level	On Track
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Monthly Update	<p>We are now in Week 6 of Q24. The Screener Completion Rate remains low. Production goals are tailored to individual Interviewers' areas. Interviewers who have met screener completion rate goals can now shift their focus to main interviewing and Interviewers who have not met their screener completion rate goal will continue to focus on screening. Response Rates for households 'without kids' are low, so those sample lines have been prioritized in SurveyTrak. NCHS and Michigan continue to prepare for the late August 2017 Interviewer training in which 36 Interviewers will be trained. GIT begins Friday, August 25th and Study Specific training begins Sunday, August 27th. Recruitment has ended, and we were able to identify 2 Interviewers per area in all but one. There will be 26 New Hires and 10 On Staffers at training. University of Michigan has signed the fingerprinting vendor's contract, so that a</p>
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fingerprinting technician from Fieldprint will travel to the NSFG Training and digitally fingerprint all trainees. We have received approval to move to Android phones for all NSFG field staff. All trainees will receive their android phones at training and Interviewers staying on will receive their phones in the mail and be trained over the phone. 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. These changes will be implemented for Y7 and will be included in the August training. Interviewers who are staying from Y6 will be trained over the phone. , but this has been pushed to Y7 due to the time needed to program, test, and train. NCHS received approvals from their ERB for changes to project materials, including brochures, letters and the Family Fact sheet. These changed forms will be included in the August training materials.

Special Issues

UM received the contract modification from NCHS to allocate \$800,535 in additional funding for the current year (through August 2017). An additional mod was submitted in July to allocate additional funding for year 7 at the onset of the year.

**Cost
Jul 20, 2017**

Total Cost to Date (Direct + Indirect):	30,401,251.00
Estimated Cost at Completion (E\$AC):	43,146,817.00
Total Budget:	41,101,388.47
Variance (Budget minus E\$AC):	2,034,947.00
Reason For Variance:	Additional workscope, higher than anticipated HPI, higher yield, higher interviewer attrition, increased travel, increased hiring and training

**Projections
Jul 20, 2017**

Dollars Projected For Month:	512,596.77
Actual Dollars Used:	492,539.44
Variance (Projected minus Actual):	20,057.00
Reason For Variance:	Fewer interviewer hours than projected, delay in travel expenses and respondent payments.

Measures

	Units Complete	RR	HPI
Current Goal:	115	68%	9.0
Goal at Completion:	1300	79%	9.0
Current actual:	106	58.3%	10.5
Estimate at Complete:	1260	61.8%	10.2
Variance:	70	18.2%	1.2

Other Measures

The goals represent Q24 goals and actuals. We are now in Week 2 of Quarter 24. HPI is slightly elevated due to Q23 extension hours being included in Q24 statistics.

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

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

Report Period	July, 2017 (AHRB)	Project Phase	Implementing
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Risk Level	On Track
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Monthly Update	<p>In July the AHRB project continued phoning R2/R3 respondents who had either not started or had not completed both sessions of the study. We have not received any (yellow) contact forms in several months and there have been few inquiries in the AHRB email address or calls to the toll free SSL 800 number. So far we have had no respondent questions--phone or otherwise--on how to access the portal or surveys. We had prepared for this by producing trouble shooting documentation just in case.</p>
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Phoning of R2/R3 respondents will continue into the early part of August.

This month the SRO AHRB team presented at an SRO Project Review Meeting. The progress of AHRB was well received with interested around the use of Facebook in making contact with otherwise lost respondents.

I have continued to informally discuss procedures for Wave 3 with Ed and we will have a more formal meeting to set up a time with the larger group (including Dan and Nick) in mid-September. The plan is to agree on a solution for Wave 3 that not only stays within the budget but is also finalized and tested before the end of the year.

Special Issues

Cost	Total Cost to Date (Direct + Indirect):	1,193,941.35
Jul 31, 2017	Estimated Cost at Completion (E\$AC):	1,467,110.42
	Total Budget:	1,427,000.00
	Variance (Budget minus E\$AC):	-40,110.42
	Reason For Variance:	

Projections	Dollars Projected For Month:	0.00
Jul 31, 2017	Actual Dollars Used:	0.00
	Variance (Projected minus Actual):	0.00
	Reason For Variance:	

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

Other Measures

Project Name Optimizing Youth Suicide Risk Screening and Triage In the Emergency Department (YRS)

Project Mode Primary: Telephone Total of Modes: 1

Project Type Sponsored Projects **Project Status** Current

Budget **Direct Budget:** 1,276,181.00 **Indirect Budget:** 703,064.00 **Total Budget:** 1,979,245.00

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

Funding Agency

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

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

Proposal #: no data

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

SRO Project Period 03/2015 - 12/2017

Data Col Period 07/2015 - 07/2017

Security Plan NA

Milestone Dates

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

Other Project

Team Members:

Other Project

Names:

Sample Mgmt Sys SMS

Data Col Tool NA

Hardware Desktop

DE Software NA

QC Recording Tool NA

Incentive Yes, Other (Amazon gift card (Project staff))

Administration NA

Payment Type NA

Payment Method NA

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

Risk Level On Track

Monthly Update Recruitment and hiring are underway for Study 2. Technical systems and programming are being modified and tested. Plans for training in September are underway.

Special Issues**Cost**

Jul 31, 2017

Total Cost to Date (Direct + Indirect): 1,016,443.39*Estimated Cost at Completion (E\$AC):* 1,959,620.13*Total Budget:* 1,979,245.00*Variance (Budget minus E\$AC):* 19,624.87**Reason For Variance:**

We have not yet started Study 2 which we expect will be higher volume than Study 1 so anticipate there may be some additional labor costs that will be easier to project when data collection starts

Projections

Jul 31, 2017

Dollars Projected For Month: 29,823.73*Actual Dollars Used:* 23,621.53*Variance (Projected minus Actual):* 6,202.20**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
<i>Current Goal:</i>	3331	85%	3.0
<i>Goal at Completion:</i>	4200	85%	3.0
<i>Current actual:</i>	3847	69%	1.3
<i>Estimate at Complete:</i>		70%	
<i>Variance:</i>			

Other Measures

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

Project Name	Panel Study of Income Dynamics - Transition to Adulthood Study 2017 (PSID TAS 2017)			
Project Mode	Primary: Telephone Total of Modes: 1			
Project Type	Sponsored Projects		Project Status	Current
Budget	Direct Budget:	1,222,666.00	Indirect Budget:	682,169.00 Total Budget: 1,904,835.00
Principal Investigator/Client	Narayan Sastry (SRC-PSID)			

Funding Agency				
IRB	HUM#:	HUM00112629	Period Of Approval:	12/9/2016-12/8/2017
Project Team	Project Lead: Budget Analyst: Production Manager: Senior Project Advisor: Production Manager: Production Manager:			

Proposal #: no data

Description: The Transition to Adulthood Study (TAS) is a supplemental study of the PSID, a national, longitudinal study of families started in 1968. The TAS study began in 2005 and has been conducted every 2 years. The sample for PSID-TAS is comprised of a sample of participants from PSID Core in between the ages of 18 and 28, including Heads/Spouses/Partners and OFUMs. The sample size is approximately 3,014. The study is interviewer administered and phone only. Respondents are invited to complete the phone survey after they have completed the PSID Main interview. The interview content includes questions about education, wealth, health, income and other topics related to the traditional markers of the transition into adulthood – mainly entering the labor market, completing schooling, and planning one's own family formation.

SRO Project Period 05/2017 - 06/2018

Data Col Period 10/2007 - 05/2018

Security Plan NA

Milestone Dates

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

Other Project Team Members:

Other Project Names:

Sample Mgmt Sys SurveyTrak

Data Col Tool Blaise 4.8

Hardware Laptop; [UM cell] Phone

DE Software N/A

QC Recording Tool N/A

Incentive Yes, R

Administration NA

Payment Type Check, post (70)

Payment Method Check through other system (PSID RAPS)

Report Period	July, 2017 (PSID TAS 2017)	Project Phase	Planning
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Risk Level Not Rated

Monthly Update TAS 17 does not yet have a final budget. SRO is still working to approve final budgets for the TAS17, TAS19 and TAS Mixed Mode pilot for 2018.

Work in July has included technical programming of the questionnaire and development of systems. SRO has also begun the TAS17 pretest of 75 convenience sample respondents, using 6 experienced PSID/TAS interviewers.

Posting for the TAS17 staff also went up in July, expected to yield a total of 32 hired iwers.

Special Issues

Cost		
Jul 13, 2017	<i>Total Cost to Date (Direct + Indirect):</i>	41,169.41
	<i>Estimated Cost at Completion (E\$AC):</i>	0.00
	<i>Total Budget:</i>	1,904,835.00
	<i>Variance (Budget minus E\$AC):</i>	0.00
	<i>Reason For Variance:</i>	

Projections		
Jul 13, 2017	<i>Dollars Projected For Month:</i>	0.00
	<i>Actual Dollars Used:</i>	0.00
	<i>Variance (Projected minus Actual):</i>	0.00
	<i>Reason For Variance:</i>	

Measures

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

Other Measures

Project Name	PSID Immigrant Refresher Screening Project (PSID-Imm)												
Project Mode	Primary: Telephone	Secondary: Face to Face	Total of Modes: 2										
Project Type	Sponsored Projects	Project Status	Current										
Budget	Direct Budget: 1,226,546.00	Indirect Budget: 674,666.00	Total Budget: 1,901,212.00										
Principal Investigator/Client	Narayan Sastry (SRC)												
Funding Agency	NICHD												
IRB	HUM#: HUM00062417	Period Of Approval:	3/13/17-3/12/18										
Project Team	Project Lead: Rachel Anne Orłowski Budget Analyst: Production Manager: Sara D Freeland Senior Project Advisor: Stephanie A Chardoul Production Manager: Production Manager:												
Proposal #:	no data												
Description:	Screening Housing Units (that HRS-2016 determined were ineligible for their study and had at least one household member born outside of the U.S. and came to the U.S. in the past 20 years) to determine whether either the Head or Spouse/Partner of each Family Unit moved to the U.S. after 1997. Eligible Family Units are invited to participate in PSID Core 2017.												
SRO Project Period	01/2016 - 09/2017												
Data Col Period	06/2016 - 09/2017												
Security Plan	NA												
Milestone Dates	<table border="1" style="width: 100%;"> <tr> <td>PreProduction Start: 01/04/2016</td> <td>Pretest Start:</td> </tr> <tr> <td>Pretest End:</td> <td>Recruitment Start: 03/24/2016</td> </tr> <tr> <td>Staffing Completed: 06/23/2017</td> <td>GIT Start:</td> </tr> <tr> <td>SS Train Start: 06/01/2016</td> <td>SS Train End: 06/30/2017</td> </tr> <tr> <td>DC Start: 06/06/2016</td> <td>DC End:</td> </tr> </table>			PreProduction Start: 01/04/2016	Pretest Start:	Pretest End:	Recruitment Start: 03/24/2016	Staffing Completed: 06/23/2017	GIT Start:	SS Train Start: 06/01/2016	SS Train End: 06/30/2017	DC Start: 06/06/2016	DC End:
PreProduction Start: 01/04/2016	Pretest Start:												
Pretest End:	Recruitment Start: 03/24/2016												
Staffing Completed: 06/23/2017	GIT Start:												
SS Train Start: 06/01/2016	SS Train End: 06/30/2017												
DC Start: 06/06/2016	DC End:												
Other Project Team Members:													
Other Project Names:													
Sample Mgmt Sys	SurveyTrak												
Data Col Tool	Blaise 4.8												
Hardware	Laptop; [UM cell] Phone												
DE Software	N/A												
QC Recording Tool	DRI-CARI												
Incentive	Yes, R												
Administration	ISR Group (PSID)												
Payment Type	Check, post (\$10, \$40 End Game); Cash, prepaid (\$5 End Game); Cash, post (\$10); Other (Non-monetary ince												
Payment Method	Check through STrak RPay System; Imprest Cash Fund from ISR Business Office												

Report Period	July, 2017 (PSID-Imm)	Project Phase	Implementing
Risk Level	On Track		
Monthly Update	Continued FTF effort and overnight travel; confirmed which outstanding small PSUs would not receive (additional) FTF effort. Continued End Game. Exceeded goal of 584 eligible completes; set new goal of 600 eligible completes and exceeded that goal too. Exceeded goal of 60% RR.		
Special Issues			

Cost
Jul 31, 2017

Total Cost to Date (Direct + Indirect): 1,445,165.74
Estimated Cost at Completion (E\$AC): 1,567,413.64
Total Budget: 1,901,212.00
Variance (Budget minus E\$AC): 333,798.36
Reason For Variance: Less programming, no new-hire recruitment, smaller in-person training, fewer lines--in fewer areas, fewer iwers

Projections
Jul 31, 2017

Dollars Projected For Month: 81,964.79
Actual Dollars Used: 81,894.59
Variance (Projected minus Actual): 70.20
Reason For Variance: very minor estimation error

Measures

	Units Complete	RR	HPI
Current Goal:	896	60	
Goal at Completion:			
Current actual:	906	62	6.4
Estimate at Complete:			
Variance:			

Other Measures

Project Name	Stress and Wellbeing in Everyday Life (SWEL)												
Project Mode	Primary: Face to Face	Secondary: Observation	Total of Modes: 2										
Project Type	Sponsored Projects	Project Status	Current										
Budget	Direct Budget: 441,062.00	Indirect Budget: 242,585.00	Total Budget: 683,647.00										
Principal Investigator/Client	Kira Birditt (UM ISR Life Course Development) Toni Antonucci (UM ISR Life Course Development)												
Funding Agency													
IRB	HUM#: TBD	Period Of Approval:	TBD										
Project Team	Project Lead: Piotr Dworak Budget Analyst: Janelle P Cramer Production Manager: Derek Dubuque Senior Project Advisor: Kirsten Haakan Alcser Production Manager: Production Manager:												
Proposal #:	no data												
Description:	<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>												
SRO Project Period	12/2016 - 10/2017												
Data Col Period	06/2017 - 09/2016												
Security Plan	NA												
Milestone Dates	<table border="1" style="width: 100%;"> <tr> <td>PreProduction Start: 03/01/2017</td> <td>Pretest Start: 06/27/2017</td> </tr> <tr> <td>Pretest End: 09/28/2017</td> <td>Recruitment Start: 11/01/2017</td> </tr> <tr> <td>Staffing Completed: 12/21/2017</td> <td>GIT Start: 07/10/2017</td> </tr> <tr> <td>SS Train Start: 01/29/2018</td> <td>SS Train End: 02/02/2018</td> </tr> <tr> <td>DC Start: 02/04/2018</td> <td>DC End: 07/29/2018</td> </tr> </table>			PreProduction Start: 03/01/2017	Pretest Start: 06/27/2017	Pretest End: 09/28/2017	Recruitment Start: 11/01/2017	Staffing Completed: 12/21/2017	GIT Start: 07/10/2017	SS Train Start: 01/29/2018	SS Train End: 02/02/2018	DC Start: 02/04/2018	DC End: 07/29/2018
PreProduction Start: 03/01/2017	Pretest Start: 06/27/2017												
Pretest End: 09/28/2017	Recruitment Start: 11/01/2017												
Staffing Completed: 12/21/2017	GIT Start: 07/10/2017												
SS Train Start: 01/29/2018	SS Train End: 02/02/2018												
DC Start: 02/04/2018	DC End: 07/29/2018												
Other Project Team Members:													
Other Project Names:	Racial Disparities in Health: The Roles of Stress, Social Relations, and the Cardiovascular System												
Sample Mgmt Sys	MSMS												
Data Col Tool	Blaise 4.8; Blaise 5												
Hardware	Laptop												
DE Software	NA												
QC Recording Tool	Camtasia												
Incentive	Yes, R												
Administration	SRO Group												
Payment Type	Cash, prepaid (2); Cash, post (30); Other (Cash post biomarker)												
Payment Method	Check through other system (MSMS); Interviewer payment of cash (reimbursed/reconciled via Tenrox) (MSMS)												
Report Period	July, 2017 (SWEL)	Project Phase	Implementing										
Risk Level	On Track												
Monthly Update	SWEL Pilot launched on 6/20. So far 13 participants completed the protocol. So far, most respondents followed instructions, delivered good quality biosensor data, and completed the EMA survey. EMA survey response is close to												

80% but the two book-end surveys (morning and end of day) received lower response rate on average (in the 60 - 70% range). Pilot issues: HollerIT bug affected two respondents. The bug was fixed by the developer. Two participants decided not to continue on day 1. One participant expressed frustration with BodyGuardian sensor and developed a rash after shaving.

The goal of Pilot Phase 1 is to interview 20 - 25 participants. Pilot Phase 2 will continue in mid-late August with a goal of additional 20 - 25 participants and to test different way of measuring the blood pressure (the CareTaker device).

Currently, we are working on:

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

The start date for main data collection is being discussed with the client -- there are two upcoming IRB dates 8/11 submission for 9/6 review (Maize) and 8/25 with a review on 9/21 (Blue). The latter is more realistic but chances are the pilot will not yet be finalized.

Final decision on production start is still pending but DCO has announced a posting for SWEL on the DCO recruiting website to gauge interest of on-staffers.

Special Issues

None at the moment.

Cost

Jul 31, 2017

Total Cost to Date (Direct + Indirect): 103,931.00
Estimated Cost at Completion (E\$AC): 683,648.00
Total Budget: 683,647.00
Variance (Budget minus E\$AC): 0.00
Reason For Variance:

Projections

Jul 31, 2017

Dollars Projected For Month: 27,237.22
Actual Dollars Used: 17,905.55
Variance (Projected minus Actual): 9,331.67
Reason For Variance:

System was brought up to the spec for the Pilot. Tech team was able to switch from system development to pilot system maintenance which reduced the burn rate.

Measures

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

Other Measures

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

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

Report Period	July, 2017 (SCA 2017)	Project Phase	Implementing
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Risk Level*Attention!***Monthly Update**

SCA completed its July study a day early, finishing with 603 completed interviews with the desired split: 401 RDDs and 202 Recons. This was done with a longer instrument of 36.2 minutes in length. We ended up using 2171 interviewer hours and an HPI of 3.60, an improvement of 0.22 over June, and only 0.05 higher than last July, when the instrument was about half a minute longer. SCA delivered a prelim total of 391 completes, and managed to stay fairly close to study goals for the majority of the month, making July one of the less stressful production cycles in a while. This month had the lowest number of attempts per interview overall and for RDDs since February 2016, but we also ended up having no contact on 54% of our RDD sample lines, and the highest non-sample rate we have seen since moving to all cell sample. SCA worked on integrating its latest group of new interviewers into the study, and focused on improving skills through workshops.

Special Issues

SCA continues to run higher than expected on HPI and on interviewer attrition. This is pushing up costs, and we have already spent more in training costs than was anticipated in the annual budget.

Cost

Jul 21, 2017

Total Cost to Date (Direct + Indirect):	515,249.00
Estimated Cost at Completion (E\$AC):	1,004,329.88
Total Budget:	859,872.00
Variance (Budget minus E\$AC):	-144,457.88
Reason For Variance:	Interviewer hours are overall running much higher than expected.

Projections

Jul 21, 2017

Dollars Projected For Month:	75,204.00
Actual Dollars Used:	73,633.71
Variance (Projected minus Actual):	-12,103.15
Reason For Variance:	Higher than anticipated HPI and additional interviewer hours.

Measures

	Units Complete	RR	HPI
Current Goal:			
Goal at Completion:	600	9	3.50
Current actual:			
Estimate at Complete:	603	7	3.6
Variance:	3	-2	0.10

Other Measures

Project Name	Sustainability Cultural Indicators Program-2017 (SCIP-2017)				
Project Mode	Primary: Web Total of Modes: 1				
Project Type	Sponsored Projects	Project Status	Current		
Budget	Direct Budget: 0.00	Indirect Budget: 0.00	Total Budget: 0.00		
Principal Investigator/Client	John Callewart (UM-Graham Environmental Sustainability Institute) Robert Marans (UM-Survey Research Center)				
Funding Agency					
IRB	HUM#: 00068573	Period Of Approval:			
Project Team	Project Lead: Donnalee Ann Grey-Farquharson Budget Analyst: Carl S Remmert Production Manager: Senior Project Advisor: Stephanie A Chardoul Production Manager: Andrew L Hupp Production Manager:				
Proposal #:	no data				
Description:	The goal of the overall Sustainability Cultural Indicators Project (SCIP), a joint project of the Institute for Social Research (ISR) and the Graham Environmental Sustainability Institute (Graham), is to measure changes in sustainability-related knowledge, commitments, and practices in the University of Michigan (U-M) community over time. The principle component of SCIP is a large-scale annual survey, to be conducted with U-M students, faculty, and staff from 2012 to 2018.				
SRO Project Period	07/2017 - 06/2018				
Data Col Period					
Security Plan	NA				
Milestone Dates	<table border="1" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> PreProduction Start: 07/01/2017 Pretest End: Staffing Completed: SS Train Start: DC Start: 01/16/2018 </td> <td style="width: 50%; vertical-align: top;"> Pretest Start: Recruitment Start: GIT Start: SS Train End: DC End: 02/22/2018 </td> </tr> </table>			PreProduction Start: 07/01/2017 Pretest End: Staffing Completed: SS Train Start: DC Start: 01/16/2018	Pretest Start: Recruitment Start: GIT Start: SS Train End: DC End: 02/22/2018
PreProduction Start: 07/01/2017 Pretest End: Staffing Completed: SS Train Start: DC Start: 01/16/2018	Pretest Start: Recruitment Start: GIT Start: SS Train End: DC End: 02/22/2018				
Other Project Team Members:	Donnalee Grey-Farquharson - instrument revisions/project management Andrew Hupp - methodological experimental design Carl Remmert - financial support and analysis Hueichun Peng - programming for dissertation research Minako Edgar - sample prep, dataset creation, GIS analysis Andrew Piskorowski - Paradata design Dan Zahs - weighting and sampling support Felicitas Mittereder - analysis (PhD student implementing experiment for dissertation) Campus Sustainability				
Other Project Names:					
Sample Mgmt Sys	MSMS				
Data Col Tool	Blaise 5				
Hardware	NA				
DE Software	N/A				
QC Recording Tool	N/A				
Incentive	Yes, Other (A portion of R's (a raffle))				
Administration	SRO Group				
Payment Type	Other (Amazon gift code)				
Payment Method	Other (Amazon gift code sent via e-mail)				
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Report Period	July, 2017 (SCIP-2017)	Project Phase	Planning		
Risk Level	On Track				
Monthly Update	2017-07 No work was done in July. Planning meetings with the PI will begin in September. The survey will be conducted in January rather than the usual fall. The university is planning a DE&I survey in the fall. This year, a PhD student is planning on conducting an experiment for her dissertation. The SRO SCIP team has met with her a couple of times				

over the summer. Another meeting is planned in early August. She has funding for the TSG to implement her design. Those costs are not reflected in the SCIP budget in CRS.

Special Issues

Cost Jul 31, 2017	Total Cost to Date (Direct + Indirect):	0.00
	Estimated Cost at Completion (E\$AC):	0.00
	Total Budget:	0.00
	Variance (Budget minus E\$AC):	0.00
	Reason For Variance:	

Projections Jul 31, 2017	Dollars Projected For Month:	0.00
	Actual Dollars Used:	0.00
	Variance (Projected minus Actual):	0.00
	Reason For Variance:	

Measures

	Units Complete	RR	HPI
Current Goal:	6,000	30%	NA
Goal at Completion:			NA
Current actual:	NA	NA	NA
Estimate at Complete:			NA
Variance:			NA

Other Measures