

Survey Research Operations

Monthly Project Report

Sponsored Projects

January 2015



Sponsored Projects

(Army STARRS) Army Study to Assess Risk and Resilience in Servicemembers
(HRS 2014) Health and Retirement Study 2014
(CogVal) HRS Cognitive Diagnosis Validation Study
(HRS Screening Initiatives) HRS Screening Initiatives
(MTTS) Mathematics Teachers & Teaching Study
(MILES) MILES Lupus Study
(MTF-WPSP Year 2) Monitoring the Future Web Programming and Survey Pilot
(NSFG 2010-2020) National Survey of Family Growth
(PSID-CE (aka FES-CE)) Panel Study of Income Dynamics Childhood Experiences Web/Mail Project
(SRS W3) Social Relations, Aging and Health: Competing Theories and Emerging Complexities, Wave 3
(SCA 2014) Surveys of Consumer Attitudes
(SCIP-2014) Sustainability Cultural Indicators Program-2014
(CDS 2014) Transitions from Preschool through High School: Family, Schools and Neighborhoods

Project Name Army Study to Assess Risk and Resilience in Servicemembers (Army STARRS)

Project Mode Primary: Class SAQ Secondary: Mixed Total of Modes: 8

Project Type Sponsored Projects **Project Status** Current

Budget ***Direct Budget:*** 25,000,296.00 ***Indirect Budget:*** 6,478,176.00 ***Total Budget:*** 31,478,471.00

Principal Investigator/Client Steve Heeringa (University of Michigan)
James Wagner (University of Michigan)

Funding Agency

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

Project Team

Project Lead: Nancy J Gebler
Budget Analyst: William Lokers
Production Manager: Ruth B Philippou
Senior Project Advisor: Beth-Ellen Pennell
Production Manager: Margaret Lee Hudson
Production Manager: Andrew L Hupp

Proposal #: no data

Description: The Study to Assess Risk and Resilience in Service Members (STARRS) is the largest study of suicide and mental health among military personnel ever undertaken. The purpose of the collaborative study is to identify modifiable risk and protective factors and moderators of suicidal behavior, to help inform the Army's ongoing efforts to prevent suicide and improve Soldiers' overall psychological health and functioning. To do this, investigators from the Uniformed Services University of the Health Sciences (USUHS), the University of Michigan, Harvard Medical School, the University of California-San Diego, and the National Institute of Mental Health will conduct an epidemiologic study of mental health, psychosocial resilience, suicide risk, suicide-related behaviors, and suicide deaths in the Army. The study will evaluate representative samples of Soldiers across all phases of Army service, both retrospectively and prospectively. Army STARRS is not a single study, but rather an integrated design of seven epidemiologic and neurobiologic studies: All Army Study (AAS), New Soldier Study (NSS), Historical Administrative Data Study (HADS), Pre-Post Deployment Study (PPDS), Clinical Reappraisal Study (CRS), and two Soldier Health Outcomes Studies (SHOS-A and SHOS-B).

SRO Project Period 07/2009 - 06/2015

Data Col Period 01/2011 - 04/2014

Security Plan Yes

Milestone Dates

PreProduction Start: 07/01/2009

Pretest End:

Staffing Completed:

SS Train Start:

DC Start:

Pretest Start:

Recruitment Start:

GIT Start:

SS Train End:

DC End: 04/30/2014

Other Project Team Members: Lead Team: Lisa Holland, Lisa Lewandowski-Romps, Lisa Wood, ZoAnne Blackburn, Theresa Short, Andrew Hupp, Margaret Hudson, Kathy LaDronka, Bill Lokers, Andrew Piskowrowski, Kyle Kwaiser, Ryan Yoder, Ruth Phillippou, Lisa Cam, Nancy Gebler

Other Project Names:

Sample Mgmt Sys SurveyTrak; SMS; Project specific system (GSMS and PPDSMS)

Data Col Tool Blaise IS

Hardware Laptop; Desktop; Paper and Pencil

DE Software Blaise 4.8 BIA ; Other (GSMS for logging); External vendor (Apperson and ITS for scanning)

QC Recording Tool Live monitoring; Other (Olive system)

Incentive Yes, R

Administration SRO Group

Payment Type Cash, post (\$20, \$25, \$50)

Payment Method Imprest Cash Fund from ISR Business Office

Report Period Jan, 2015 (Army STARRS) **Project Phase** Implementing

Risk Level On Track

Monthly Update In January, project activities continued to be focused on analysis; user support; and work with biomarker data. Documentation took a back seat due to limited staff availability and the notification of STARRS2 (now STARRS LS –

Longitudinal Study) funding, and a request for a ballpark for additional data collection for the Veteran's Administration. We are still awaiting approval from the Army on release of public use data files to ICPSR. Below is a summary of January activities and issues.

1. Management

- a. Project management: Not much progress was made on project documentation due to staff being assigned to other activities. Cost monitoring and staff support were ongoing throughout the month.
- b. We received notification of STARRS Longitudinal Study (STARRS LS, aka STARRS2) funding; with a 13% reduction (proposed funding for UM: \$10,194,879; approved funding \$8,829,483).
- c. The quarterly financial report was submitted to HJF for the second quarter of Year 6. Our total variance between projected and actual costs was 8% (with actual costs coming in lower than projected costs for the quarter).
- d. Finance: Our December costs were \$111,686 total, which is an under-run of \$26,964 or 19% of our projected cost for the month. Projections were largely unchanged this month, resulting in a decrease in our projected over-run from \$24,276 to \$6,846. We anticipate that the amount of the projected over-run to go down slightly in the coming months, and we expect to bring the project in on budget by the close of Year 6.
- e. Contract: a revision to the PAF-R is awaiting signature in the SRC Directors office.
- f. Staffing: No issues.
- g. IRB: Continuing renewals were approved, no issues.
- h. Security: The last few team members are finishing up their annual training renewals. We will be reviewing the Level 2 list of staff members and asking those who are still (or will be) working on the project in 2015 to review security policies on an annual basis, to ensure continued diligence.

2. Awaiting Army decisions:

- a. ICPSR release of public use files for AAS and NSS primary data: A final draft of the user agreement has been submitted to the Army for their review and approval. We hope to receive approval to release the data in the near future.
- b. Request to release GWAS (genetic) data to PGC (Psychiatric Genomics Consortium) and Emory University for further analysis has been approved by the Army and by USUHS's IRB. Data will be transferred to Emory in the near future, and one final contingency (from USUHS's IRB) is being negotiated for the PGC release.

3. Research Data Enclave

- a. We discovered that a variable containing Army/DoD administrative data was exported to ICPSR in error. The Army and PI's were notified, and a thorough review of the ICPSR data files was conducted.
- b. Drop box activity and user support continues, no issues.
- c. The team continues to receive and process biomarker data. In January we developed a new data transfer request form, to further standardize our procedures and documentation, and facilitate PI review of requests for exporting data outside of the UMich systems.

4. Analysis/publications:

- a. The methods team has been working on analyses of PPDS T3 survey data and paradata; working on a revision of a paper about the impact of the timing of the mode switch in the mixed mode T3 study. An abstract will be submitted to the JSM conference on this topic as well.
 - b. The nonresponse and measurement error papers are on hold, awaiting input from Harvard.
 - c. For the injury/accident paper, expanded models have been re-run with updated variables. File creation is underway to support additional analyses.
 - d. Work on the AAS chart book continues.
 - e. Progress is being made on the suicidality replication paper with variable creation and a plan for initial analysis runs being done next month.
 - f. The data management and analysis team activities were highlighted in this month's SRO Happenings newsletter.
5. Archiving and documentation: little progress was made on documentation this month due to other activities taking up staff time. We hope to get back to these activities in the near future.
- a. Archiving for PPDS Time 3 and SHOS-B data: to be done
 - b. NSS survey methodology report is close to being finished.
 - c. Survey methodology reports for AAS, PPDS, other components: to be done
 - d. The Report of SRO Activities is being worked.
 - e. We have an outline for the final report to the Army; we expect to receive assignments for this report in the near future.

6. Public use data files: still on hold, Michigan submitted a revised user agreement for the Virtual Data Enclave option, we are waiting for Army review and approval. The PI's have discussed adding PPDS to the ICPSR public use data files. If that is approved, we will need to update our scope and cost estimates.

7. Data management activities:

- a. The team created several tables with sample size detail in response to queries from the PI's, in preparation for STARRS LS.

8. Participant outreach: No update, still waiting for a decision on whether or not we will send another email this spring.

9. Related projects

- a. Workplace violence: work continues, no issues.
- b. STARRS LS (aka STARRS2): funding has been approved, with a February 1 2015 start date. We will begin

reporting on this as a new project next month, and will schedule an initial project review in the near future.

c. A ballpark proposal was submitted to Harvard and USUHS for additional funding from the Veterans Administration, to conduct interviews with soldiers leaving the Army. (SRO#15-0051)

10. Upcoming Meetings: The next IPR (Interim Progress Review) will be scheduled for the last half of March; and a meeting of the investigators and the SAB (Scientific Advisory Board) will be held at UCSD May 28-29.

Special Issues

Progress on study documentation has been pushed back due to other project demands. We hope to be able to put that work back on the front burner soon. This will be a challenge with STARRS LS starting up.

Cost

Jan 14, 2015

Total Cost to Date (Direct + Indirect): 30,588,869.00

Estimated Cost at Completion (E\$AC): 31,485,317.00

Total Budget: 31,478,471.00

Variance (Budget minus E\$AC): -6,846.00

Reason For Variance:

We have added staff hours for new scope, resulting in a projected over-run.

We expect to be able to bring the deficit down to zero by the end of Year 6.

If that is not possible, we will negotiate a scope reduction or increase in funding to cover the over-run.

Projections

Jan 14, 2015

Dollars Projected For Month: 138,650.00

Actual Dollars Used: 111,686.00

Variance (Projected minus Actual): 26,964.00

Reason For Variance:

Fewer hours were worked than projected, primarily due to the holiday break.

Measures

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

Other Measures

Project Name	Health and Retirement Study 2014 (HRS 2014)																								
Project Mode	Primary: Mixed Total of Modes: 2																								
Project Type	Sponsored Projects		Project Status	Current																					
Budget	Direct Budget:	12,565,944.00	Indirect Budget:	4,523,742.00	Total Budget: 17,089,686.00																				
Principal Investigator/Client	David Weir (SRC) Mary Beth Ofstedal (SRC) Ken Langa (SRC)																								
Funding Agency																									
IRB	HUM#:	HUM00061128	Period Of Approval:	2/5/2014 - 2/4/2015																					
Project Team	Project Lead:	Nicole G Kirgis																							
	Budget Analyst:	Richard Warren Krause																							
	Production Manager:	Stephanie Sullivan																							
	Senior Project Advisor:	Mary P Maher																							
	Production Manager:	Rebecca Gatward																							
	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. The HRS 2014 sample size is 23,029.																								
SRO Project Period	01/2014 - 01/2015																								
Data Col Period	02/2015 - 12/2014																								
Security Plan	Yes																								
Milestone Dates	<table><tr><td>PreProduction Start:</td><td>06/01/2013</td><td>Pretest Start:</td><td>11/06/2013</td></tr><tr><td>Pretest End:</td><td>11/20/2013</td><td>Recruitment Start:</td><td></td></tr><tr><td>Staffing Completed:</td><td></td><td>GIT Start:</td><td>03/19/2014</td></tr><tr><td>SS Train Start:</td><td>02/24/2014</td><td>SS Train End:</td><td>02/26/2014</td></tr><tr><td>DC Start:</td><td>02/28/2014</td><td>DC End:</td><td>04/04/2015</td></tr></table>					PreProduction Start:	06/01/2013	Pretest Start:	11/06/2013	Pretest End:	11/20/2013	Recruitment Start:		Staffing Completed:		GIT Start:	03/19/2014	SS Train Start:	02/24/2014	SS Train End:	02/26/2014	DC Start:	02/28/2014	DC End:	04/04/2015
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SS Train Start:	02/24/2014	SS Train End:	02/26/2014																						
DC Start:	02/28/2014	DC End:	04/04/2015																						
Other Project Team Members:	Jaime Koopman (Project Manager), Ian Ogden (Project Assistant), Heather Rejto (Project Assistant),																								
Other Project Names:																									
Sample Mgmt Sys	SurveyTrak																								
Data Col Tool	Blaise 4.8																								
Hardware	Laptop																								
DE Software	N/A																								
QC Recording Tool	DRI-CARI																								
Incentive	Yes, R																								
Administration	SRO Group																								
Payment Type	Check, prepaid (80.00)																								
Payment Method	Check through STrak RPay System																								

Report Period	Jan, 2015 (HRS 2014)	Project Phase	Implementing
Risk Level	On Track		
Monthly Update	<p>In January, data collection continued. We met with project staff to discuss 2014 targets and determined that, based on the viability of the remaining sample, we project approximately 20,108 interviews this wave. We are targeting the last week of March as the final week of data collection (57 weeks of data collection). We are currently reviewing the remaining non-final lines (approximately 3000) to determine which lines should be coded as final non-interview this wave. Approximately 20 of our interviewers are slated for PSID training in mid-February (week 51) so there is an emphasis on completing face-to-face work in these areas before they leave the project. We are currently in week 48</p>		

of production and we have approximately 680 additional interviews to reach our current target response rate of 86.5%.

Special Issues

Cost
Dec 31, 2014

Total Cost to Date (Direct + Indirect): 15,456,712.98
Estimated Cost at Completion (E\$AC): 16,906,847.88
Total Budget: 17,089,686.00
Variance (Budget minus E\$AC): 182,838.12
Reason For Variance: Included in the projected cost to complete are the projected costs for the web/CATI Blaise 5/MSMS project.

Projections
Dec 31, 2014

Dollars Projected For Month: 826,629.72
Actual Dollars Used: 506,804.11
Variance (Projected minus Actual): 319,825.61
Reason For Variance: We had a large variance for the month of December, mostly related to non-salary items that did not hit as expected.

Measures

	Units Complete	RR	HPI
Current Goal:	20,108	86.5%	7.4
Goal at Completion:	20,108	86.5%	7.4
Current actual:	19,463 (1/29/15)	84%	7.2
Estimate at Complete:	20,108	86.5%	7.4
Variance:	0	0	0

Other Measures

Physical Measures consent 96, Saliva consent 69, Blood consent 91

Project Name	HRS Cognitive Diagnosis Validation Study (CogVal)												
Project Mode	Primary: Face to Face	Total of Modes: 1											
Project Type	Sponsored Projects	Project Status	Current										
Budget	Direct Budget: 100,876.00	Indirect Budget: 36,315.00	Total Budget: 137,191.00										
Principal Investigator/Client	David Weir (ISR) Mary Beth Ofstedal (ISR) Ken Langa (ISR)												
Funding Agency													
IRB	HUM#:	Period Of Approval:											
Project Team	Project Lead:	Evanthia Leissou											
	Budget Analyst:	Richard Warren Krause											
	Production Manager:	Kathleen S Ladronka											
	Senior Project Advisor:	Mary P Maher											
	Production Manager:												
	Production Manager:												
Proposal #:	no data												
Description:	For this project a sample of 60 main subjects and 60 family informants of those main subjects will be interviewed in person. The goal will be to complete interviews with 12 main sample members who have normal cognitive function (as determined by Michigan Alzheimer's Disease Center [MADC] information), 24 with mild cognitive impairment, and 24 with dementia, as well as to interview a family informant of each of the main sample members. SRO will administer a one-hour cognitive assessment to the main subjects and a 15 minute proxy assessment to the family informants. Both of those interview types will be completed with a Blaise instrument. In addition, SRO will obtain feedback from respondents regarding their experiences with the assessments via a brief paper and pencil interview.												
SRO Project Period	01/2014 - 06/2014												
Data Col Period	09/2014 - 11/2014												
Security Plan	No												
Milestone Dates	<table border="1" style="width: 100%;"> <tr> <td>PreProduction Start:</td> <td>Pretest Start:</td> </tr> <tr> <td>Pretest End:</td> <td>Recruitment Start:</td> </tr> <tr> <td>Staffing Completed:</td> <td>GIT Start:</td> </tr> <tr> <td>SS Train Start:</td> <td>SS Train End:</td> </tr> <tr> <td>DC Start:</td> <td>DC End:</td> </tr> </table>			PreProduction Start:	Pretest Start:	Pretest End:	Recruitment Start:	Staffing Completed:	GIT Start:	SS Train Start:	SS Train End:	DC Start:	DC End:
PreProduction Start:	Pretest Start:												
Pretest End:	Recruitment Start:												
Staffing Completed:	GIT Start:												
SS Train Start:	SS Train End:												
DC Start:	DC End:												
Other Project Team Members:	The team will be comprised of a survey director, production manager, six field interviewers, a Blaise programmer, help desk supervisor, help desk specialist, application programming supervisor, data ops research associate, office assistant, and a SPA.												
Other Project Names:													
Sample Mgmt Sys	SurveyTrak												
Data Col Tool	Blaise 4.8												
Hardware	Laptop; Paper and Pencil												
DE Software	N/A												
QC Recording Tool	N/A												
Incentive	Yes, R; Yes, INF												
Administration	SRO Group												
Payment Type	Cash, post												
Payment Method	Interviewer payment of cash (reimbursed/reconciled via Tenrox)												

Report Period	Jan, 2015 (CogVal)	Project Phase	Closing
Risk Level	Not Rated		
Monthly Update	No SRO activities took place during January. PIs are working on establishing a sub-contract with the Group Health Research Institute in Seattle before starting to plan for a pretest that will be using sample from the ACT project.		
Special Issues			

Cost
Jan 31, 2015

<i>Total Cost to Date (Direct + Indirect):</i>	137,191.00
<i>Estimated Cost at Completion (E\$AC):</i>	130,683.00
<i>Total Budget:</i>	137,191.00
<i>Variance (Budget minus E\$AC):</i>	6,507.00
<i>Reason For Variance:</i>	

Projections
Jan 31, 2015

<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	HRS Screening Initiatives (HRS Screening Initiatives)				
Project Mode	Primary: Face to Face		Secondary: Telephone	Total of Modes: 3	
Project Type	Sponsored Projects			Project Status	Current
Budget	Direct Budget:	512,452.00	Indirect Budget:	184,484.00	Total Budget: 696,936.00
Principal Investigator/Client	David Weir (UM Survey Research Center) Mary Beth Ofstedal (UM Survey Research Center)				
Funding Agency					
IRB	HUM#:	Period Of Approval:			
Project Team	Project Lead:	Frost Alexander Hubbard			
	Budget Analyst:	Richard Warren Krause			
	Production Manager:	Theresa Camelo			
	Senior Project Advisor:	Nicole G Kirgis			
	Production Manager:	Kyle Steven Kwaiser			
	Production Manager:				
Proposal #:	no data				
Description:	<p>The purpose of the HRS Screening Initiative is to come up with a concrete plan for making the sample design and operational screening methods more cost efficient than what was done for HRS 2010-11. In addition, since the funding for the sampling work for HRS 2016 new cohort screening will not be received by the ISR until January 2015, the production sampling work of determining the number of PSUs and segments to select, creating the PSU sampling frame, and selecting PSUs, were all done under this budget.</p> <p>The following were all conducted under this project's budget in order to design the optimal 2016 screening methods:</p> <p>(1) A detailed analysis of the HRS 2010-11 screening results</p> <p>(2) an experiment to examine the household rostering method which provides the best balance between high coverage and response rates and lowest cost (i.e. interviewer attempts)</p> <p>(3) a tracking experiment to determine the most cost effective method(s) for determining the current address of the LBB birth cohort members identified during the 2010,</p> <p>(4) developing a 2016 sample design which was submitted as part of the proposal sent to NIA for sending for the 2016 new birth cohort screening.</p> <p>Note: After a 9/18/2013 meeting with the HRS PIs, we found out that due to the sequestration, funding for this initiative had been cut. We told the HRS PIs that we would keep the budget reined in. However, the PI's did not specify the amount to which the budget should be limited</p> <p>In terms of presenting results regarding the HRS 2010-11 screening, from August through November 2013, we conducted in-depth analyses of the HRS 2010-2011 screening and sample design for David Weir to present to the HRS Data Monitoring Committee in September 2012 and for Richard Valliant to present to the Committee on National Statistics on November 19, 2012. Both of these presentations generated many ideas for making the HRS sampling and screening methods more efficient.</p> <p>Since the both the Cycle 7 and 2011-2019 National Survey of Family Growth's (NSFG) screening cooperation rates have been consistently higher than what HRS achieved in 2010-11, as of April 2013 we are in the process of adapting the NSFG screening techniques for the planned August-November 2013 screening experiment to improve the efficiency of field screening. The use of external information will include the acquisition of commercial lists of households which contain demographic information that may be used in screening, investigation of the availability and the feasibility of the use of motor vehicle records, and contacts with the Health Maintenance Organization Research Network (HMORN) to determine whether membership lists can be used in some states to facilitate screening. Note that as of April 2013, we have determined that using the HMORN is not feasible for HRS 2016 screening because the HMORN will not give us a list of their members. Instead, the HMORN would send a letter to their members asking if they would like to opt-in to the study.</p> <p>Address lists will be compiled utilizing information from external databases such as MSG and Aristotle. The DMV data was too difficult to obtain for states other than Michigan and the Valassis data did not have commercial data at the address level. Three PSUs and 3 segments per PSU were selected to reflect geographic and demographic variations. Experienced interviewers were be hired and trained for the screening experiment during August 2013. Each interviewer completed screening interviews in at least one segment.</p>				
SRO Project Period	09/2012 - 12/2015				
Data Col Period	08/2013 - 10/2015				
Security Plan	Yes				

Milestone Dates

PreProduction Start: 03/01/2013**Pretest End:****Staffing Completed:****SS Train Start:** 08/20/2013**DC Start:** 08/22/2013**Pretest Start:****Recruitment Start:****GIT Start:****SS Train End:** 08/21/2013**DC End:** 11/03/2013

Other Project

Team Members:

Frost Hubbard, Heidi Guyer, Wen Chang, Nicole Kirgis, Piotr Dworak, Richard Valliant, Sunghee Lee, Theresa Camelo, Daniel Tomlin, Joel Devonshire, Emily Blasczyk, Marsha Skoman, Holly Ackerman, Deb Wilson, Heather Reijto, Jamie Koopman, Rick Krause, Daniel Guzman, Paul Burton, Kyle Kwaiser, Ann Vernier

Other Project

Names:

Sample Mgmt Sys

SurveyTrak; Other (Weblog for LBB/EGENX mailings)

Data Col Tool

Blaise 4.8

Hardware

Laptop; [UM cell] Phone; Paper and Pencil

DE Software

NA

QC Recording Tool

Other (None used)

Incentive

Yes, R

Administration

SRO Group

Payment Type

NA

Payment Method

NA

Report Period

Jan, 2015 (HRS Screening Initiatives)

Project Phase

Initiation

Risk Level

Not Rated

Monthly Update

No update information available.

Special Issues

Cost

Feb 28, 2015

Total Cost to Date (Direct + Indirect):

0.00

Estimated Cost at Completion (E\$AC):

0.00

Total Budget:

696,936.00

Variance (Budget minus E\$AC):

0.00

Reason For Variance:

Projections

Feb 28, 2015

Dollars Projected For Month:

0.00

Actual Dollars Used:

0.00

Variance (Projected minus Actual):

0.00

Reason For Variance:

Measures

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

Other Measures

Project Name	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:	792,030.00	Indirect Budget:	438,195.00 Total Budget: 1,230,225.00		
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="width: 50%; vertical-align: top;"> PreProduction Start: 10/01/2014 Pretest End: Staffing Completed: SS Train Start: DC Start: 03/02/2015 </td> <td style="width: 50%; vertical-align: top;"> Pretest Start: Recruitment Start: 01/26/2015 GIT Start: SS Train End: DC End: 01/31/2016 </td> </tr> </table>				PreProduction Start: 10/01/2014 Pretest End: Staffing Completed: SS Train Start: DC Start: 03/02/2015	Pretest Start: Recruitment Start: 01/26/2015 GIT Start: SS Train End: DC End: 01/31/2016
PreProduction Start: 10/01/2014 Pretest End: Staffing Completed: SS Train Start: DC Start: 03/02/2015	Pretest Start: Recruitment Start: 01/26/2015 GIT Start: SS Train End: DC End: 01/31/2016					
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	NA
Data Col Tool	NA
Hardware	NA
DE Software	NA
QC Recording Tool	NA
Incentive	NA
Administration	NA
Payment Type	NA
Payment Method	NA

Report Period	Jan, 2015 (MTTS)	Project Phase	Implementing
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Risk Level	<i>On Track</i>
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Monthly Update	Survey Research Operations Mathematics Teachers & Teaching Survey (MTTS) Monthly Report Period Covered: January 2015
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Prepared by: Barbara Ward, SRO

Submitted to: Heather Hill, Corrine Herlihy and Barbara Gilbert, Harvard Graduate School of Education, Stephanie Chardoul, SRO

During January, 2015, SRO activities included the following:

Task 1: Management, Budget and Work Plan

- Participated in weekly project management meetings with the research team to discuss preparation progress, production schedule, and work scope.
- Adjusted monthly projections and staffing plan based on estimated project schedule and district recruitment activity.
- Met with Lesli Scott to elaborate budget estimates for video management and data storage.
- Arranged for secure equipment storage space in Ann Arbor.
- Prepared and delivered December monthly report.

Task 2: Sampling

- Conducted diagnostic checks of the sample selection procedures and data.
- Participated in research team and other meetings as needed to respond to sampling and procedural questions. Responded to questions regarding closed districts, schools with low numbers of students, rostering procedure, and other sampling questions.

Task 3: Questionnaire Development

Task 4: CAI Programming

- Tested teacher roster programming.
- Revised specifications to incorporate requests for information about language translations (new request from research team), teacher email addresses, random assignments, roster count and other refinements. Conducted iterations of programming fixes and testing. Released final version of teacher roster program for production.

Task 5: Systems Programming

- Teacher Rostering Program
 - o Developed specifications for sample management program for teacher rostering effort. Worked with programmer and data manager to finalize underlying databases.
 - o Programmed and tested sample management program for teacher rostering effort.
- Data Management
 - o Worked with staff at Harvard to routinize weekly data transfer protocol.
 - o Developed data cleaning protocol and programming to load district data from Harvard into SRO production databases.
 - o Assisted with and advised on development of underlying tables for SRIS.
- SRIS Development
 - o Held weekly meetings with SRO technical team to discuss and elaborate various elements of SRIS design.
 - o Programmed and delivered mock-ups of district pages in SRIS. Conducted testing, delivered revised specifications and bug list to programmer.

- o Developed specifications for SRIS teacher pages, school SRIS pages, and paper & equipment logging pages. Held special meetings to elaborate logging procedures and programming needs.
- o Modified specifications to include a page with data entry fields to gather information about school shipping needs (new request from the research team).

Task 6: Recruitment & Hiring

- Posted open interviewing position notice for rostering positions.

Task 7: Training

- Prepared and scheduled interviewer training materials for rostering activities.

Task 8: Main Data Collection

- District Recruitment
 - o Conducted recruitment mailing to Replicate 2 districts. Gathered contact information for districts with missing information, prepared mail merge files, printed, collated and shipped recruitment materials.
 - o Began preparation of recruitment mailing for Replicate 3 districts. Gathered contact information for districts with missing information, prepared mail-merge files, printed, collated and prepared mailing (not shipped).
 - o Researched and gathered missing contact information for principals of selected schools in sample.
- Data Collection Equipment Management
 - o Reviewed and tested available logging equipment (bar code readers, printers, workstations).
 - o Gathered bid estimates for micro-SD cards, and issued purchase order for cards.
 - o Researched equipment shipping costs for USPS, UPS and Fed Ex.

Task 9: Post Collection Processing

Task 10: Weighting

Task 11: Final Data Deliverables

Cost information: Harvard subcontract funded by the National Science Foundation

Total survey funding available:	\$	1,230,225
Total Expended as of 12/31/2013	\$	123,443
Expected cost at complete:	\$	1,096,849
Expected Variance:	\$	133,376

Cost explanation:

The cost estimate reflects total survey funding available and awarded to Michigan, current expenditures, and estimated expenses to the end of the award based on the current estimates of work scope. The estimate above includes an estimate of additional labor hours for logging video cards, but does not include other work scope, data storage or supplies related to processing classroom videos submitted by teachers. EWB costs are not included in this estimate.

The projected variance anticipates a possible underrun due to SRO work scope decreases.

Special Issues**Special Note:**

Harvard's pace of district recruitment is much slower than anticipated. They hired a number of staff in January to attempt to increase production. As of 1/30/2014, Harvard has not yet finalized data collection instruments or equipment configurations. This delay will impact SRO's production plans (originally scheduled to send PAPI questionnaire in January, then February, may now actually be delayed until late February-early March).

Areas of risk:

There exists some schedule risk due to the production schedule.

- Harvard district recruitment efforts began in December. There was insufficient sample available for SRO to begin rostering in December. District recruitment has been slower than had been anticipated, and this may delay launch of the MKT and MQI production. A slower pace of district recruitment will push more sample into the Fall 2015 schedule and may result in an extension of the data collection period.
- The SRO SRIS system is under development and may not be fully functional when SRO district recruitment work begins in February 2015. We are working closely with TSG Admin staff to monitor SRIS programming progress. Alternative plans are being made to monitor production if necessary.

There exists some financial risk due to work scope changes, however other work scope reductions may offset some of the risk. The project will likely need to be rebudgeted after production begins and more is known about cooperation rates and the impact of the work scope changes. SRO will incorporate replicates in the sample to better manage financial risk during the Fall 2015 production schedule.

- The major scope increase is the elimination of the four-month sample development period. Instead of launching one large bulk mailing for the MKT (and following with MQI), SRO will launch multiple small sample mailings which require more management and monitoring. Other scope increases include the use of color printing, increased equipment shipment costs, and printing more recruitment pages than planned.
- It appears that the MCH database may not be as useful as hoped for the task of identifying mathematics teachers, and scratch rostering of lists of teachers may be needed for all school buildings. The budget documentation assumed a mix of full rostering and list confirmation, but also incorporated labor hours for a full rostering effort. That said, rostering costs will be monitored carefully as production proceeds.
- Work scope decreases include elimination of the pilot, district recruitment effort, and questionnaire printing. It is currently assumed that Michigan will process most IRB applications and gather any necessary district-level information such academic schedules. Some reminder calls may be replaced with email communication.

The delay in the launch of production will impact SRO staffing projections and financial projections. Adjustments in projections are being closely monitored and adjusted as necessary.

A contract modification will be needed for and EWB work scope associated with video management and processing. Efforts are underway to estimate the cost of EWB work.

Cost
Jan 20, 2015

Total Cost to Date (Direct + Indirect):	123,443.00
Estimated Cost at Completion (E\$AC):	1,096,849.00
Total Budget:	1,230,225.00
Variance (Budget minus E\$AC):	133,376.00
Reason For Variance:	Harvard University is undertaking the majority of the work related to district recruitment, leading to an overall budget underrun.

Projections
Jan 20, 2015

Dollars Projected For Month:	54,357.00
Actual Dollars Used:	38,150.00
Variance (Projected minus Actual):	16,186.00
Reason For Variance:	Harvard's district recruitment effort was much, much slower than anticipated and this impacted UM's plans for production. Programming staff charged far fewer hours than anticipated.

Measures

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

Other Measures

Project Name MILES Lupus Study (MILES)

Project Mode Primary: Mail Secondary: Telephone Total of Modes: 2

Project Type Sponsored Projects **Project Status** Current

Budget ***Direct Budget:*** 134,862.00 ***Indirect Budget:*** 74,848.00 ***Total Budget:*** 209,710.00

Principal Investigator/Client Emily Somers (University of Michigan School of Public Health)
Sioban Harlow (University of Michigan School of Public Health)

Funding Agency Department of Health and Human Services - Centers for Disease Control and Prevention

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

Project Team ***Project Lead:*** Cheryl Wiese
Budget Analyst: Janelle P Cramer
Production Manager: Lisa J Carn
Senior Project Advisor: Heidi Marie Guyer
Production Manager:
Production Manager:

Proposal #: no data

Description: This project is designed to recruit a population-based control group that is frequency matched on key demographic characteristics of lupus cases selected from a registry. To do so, SRO will sample households from Washtenaw and Wayne counties in Michigan, mail a screener questionnaire, and make follow-up phone calls to those who did not return the screener SAQ in order to complete the screener by phone. The goal is to recruit a sample of 720 participants between the ages of 18 and 74 of whom 90% are female and 56% are African American. Phone calls will be made to identify respondents that meet these characteristics based on the shortfall from the mail returns. The expectation is that 70% will then agree to complete a clinic visit when contacted by the School of Public Health project staff.

A total of approximately 2,700 addresses will be selected in Washtenaw and Wayne counties in Michigan. The addresses will be sent to a sample vendor to obtain the names and phone numbers associated with those addresses, and those names will be used in the mailings. Those in which a name cannot be found will be mailed to "resident" at the selected address. After a full round of SAQ effort (pre-notification letter, initial mailing with SAQ, post card reminder, and 2nd SAQ mailing to the unresolved), SSL interviewers will conduct recruitment calls to either complete the screener interview by phone or encourage respondents to return the SAQ. It is anticipated that the mail phase of the project will yield about a 40% response rate, and that the telephone follow-up will boost the overall response rate to approximately 55%. An SRO sampling statistician will select the Address Based Sample (ABS) in Wayne and Washtenaw counties from a Delivery Sequence File (DSF) or similar with a 2-1 oversample of residents of the City of Detroit to account for the demographics of the cases.

A pretest or pilot will not take place. However, data collection will be conducted in three phases. An initial release of 500 cases will first be released to determine whether the assumptions are accurate. Releases 2 and 3 will be released in August and September. The sample may be augmented depending on the achieved rates compared to the estimated.

Returned paper screeners will be data entered by the SSL staff and telephone interviews will be completed by the SSL as well. A Blaise instrument will be used to data enter the paper screeners and to conduct the telephone interview. SMS will be used for sample management. Client reports will be generated and provided on a weekly basis.

SRO Project Period 04/2014 - 03/2015

Data Col Period 07/2014 - 12/2014

Security Plan NA

Milestone Dates

PreProduction Start: 04/01/2014

Pretest End:

Staffing Completed:

SS Train Start:

DC Start: 07/15/2014

Pretest Start:

Recruitment Start:

GIT Start:

SS Train End:

DC End: 01/31/2015

Other Project Team Members: Dave Dybicki (Blaise/SMS), Jennie Williams (data manager), Dan Zahs (senior statistician), Paul Schultz (statistician)

Other Project The Michigan Lupus Epidemiology & Surveillance Program Cohort and Biobank - Control Group Recruitment

Names:

Sample Mgmt Sys NA
 Data Col Tool NA
 Hardware NA
 DE Software NA
 QC Recording Tool NA
 Incentive NA
 Administration NA
 Payment Type NA
 Payment Method NA

Report Period Jan, 2015 (MILES) **Project Phase** Initiation

Risk Level Not Rated

Monthly Update No update information available.

Special Issues

Cost
Feb 28, 2015 *Total Cost to Date (Direct + Indirect):* 0.00
Estimated Cost at Completion (E\$AC): 0.00
Total Budget: 209,710.00
Variance (Budget minus E\$AC): 0.00
Reason For Variance:

Projections
Feb 28, 2015 *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
<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	Monitoring the Future Web Programming and Survey Pilot (MTF-WPSP Year 2)													
Project Mode	Primary: Web	Secondary: Mail	Total of Modes: 2											
Project Type	Sponsored Projects		Project Status	Current										
Budget	Direct Budget:	226,233.00	Indirect Budget:	125,560.00										
			Total Budget:	351,793.00										
Principal Investigator/Client	Megan Patrick (UM-SRC)													
Funding Agency	U.S. Department of Health & Human Services, National Institutes of Health													
IRB	HUM#:	00081391	Period Of Approval:	8/1/2012 - 4/30/2017										
Project Team	Project Lead:	Donnalee Ann Grey-Farquharson												
	Budget Analyst:	Christine Evanchek												
	Production Manager:	Lloyd Fate Hemingway												
	Senior Project Advisor:	Gina-Qian Yang Cheung												
	Production Manager:													
	Production Manager:													
Proposal #:	no data													
Description:	<p>In each year of this project SRO will maintain the programmed MtF web surveys, including making up to ten changes to each programmed Web survey each year. Once tested by SRO, all programmed Web surveys will be tested by the Principal Investigator and her staff before being released. In years 1 and 2, after testing is complete, SRO will manage the Web survey data collection. In years 3 through 5, after testing is complete, the surveys will be released to the MtF staff for fielding – in years 3 through 5 SRO staff will have no involvement in the implementation of data collection. For all years after the data collections are completed, SRO will assist with the updating of the data dictionaries and other documentation.</p> <p>Starting during Year 2 data collection, we will do Winter Location and Nonresponse. Calling for the web survey implementation portion of the survey. This is in addition to the normal Panel Winter Location/Nonresponse that SRO routinely handles. SRO will field the pilot survey in 2014 with forms 1, 6, and 2. MTF staff will provide a participant list and SRO will set up the participant list and provide programming production support.</p> <p>Deliverables include the programmed Web Surveys, Data Dictionary, Test Dataset, Documentation of the Instruments, and Survey datasets</p> <p>SRO involvement will commence in the Fall of 2012 and will continue through April of 2017.</p> <p>Monitoring budget against the budget for the first two years 2012 - 2014</p>													
SRO Project Period	08/2012 - 08/2015													
Data Col Period	04/2014 - 08/2014													
Security Plan	Yes													
Milestone Dates	<table border="1"> <tr> <td>PreProduction Start:</td> <td>Pretest Start:</td> </tr> <tr> <td>Pretest End:</td> <td>Recruitment Start:</td> </tr> <tr> <td>Staffing Completed:</td> <td>GIT Start:</td> </tr> <tr> <td>SS Train Start:</td> <td>SS Train End:</td> </tr> <tr> <td>DC Start:</td> <td>DC End:</td> </tr> </table>				PreProduction Start:	Pretest Start:	Pretest End:	Recruitment Start:	Staffing Completed:	GIT Start:	SS Train Start:	SS Train End:	DC Start:	DC End:
PreProduction Start:	Pretest Start:													
Pretest End:	Recruitment Start:													
Staffing Completed:	GIT Start:													
SS Train Start:	SS Train End:													
DC Start:	DC End:													
Other Project Team Members:	Gina-Qian Yang Cheung, Donnalee Grey-Farquharson, Hueichun Peng, Andrew Piskorowski, Aaron Pearson, Max Malhotra, Lloyd Hemingway													

Other Project MTF Web

Names:

Sample Mgmt Sys NA
 Data Col Tool NA
 Hardware NA
 DE Software NA
 QC Recording Tool NA
 Incentive NA
 Administration NA
 Payment Type NA
 Payment Method NA

Report Period Jan, 2015 (MTF-WPSP Year 2) **Project Phase** Implementing

Risk Level *Not Rated*

Monthly Update Repository complete. Awaiting feedback re repository from study staff.

Special Issues

Cost
Dec 31, 2014

<i>Total Cost to Date (Direct + Indirect):</i>	276,802.21
<i>Estimated Cost at Completion (E\$AC):</i>	321,072.26
<i>Total Budget:</i>	351,793.00
<i>Variance (Budget minus E\$AC):</i>	30,720.74
<i>Reason For Variance:</i>	

Projections
Dec 31, 2014

<i>Dollars Projected For Month:</i>	8,781.64
<i>Actual Dollars Used:</i>	7,200.83
<i>Variance (Projected minus Actual):</i>	1,580.81
<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	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:	29,713,370.00	Indirect Budget:	10,439,833.00 Total Budget: 40,153,203.00										
Principal Investigator/Client	Joyce Abma (NCHS) Mick Couper (ISR)													
Funding Agency	NCHS, CDC, NICHD													
IRB	HUM#:	0002716	Period Of Approval:	7/17/13 - 7/17/14										
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: Daniel Tomlin													
Proposal #:	no data													
Description:	<p>The NSFG is a national survey of women and men 15-44 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: 07/01/2019</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: 07/01/2019
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: 07/01/2019													
Other Project Team Members:	Chrissy Evanchek--Budget Analyst, Jennifer Kelley--Project Manager													
Other Project Names:														
Sample Mgmt Sys	SurveyTrak													
Data Col Tool	Blaise 4.8													
Hardware	Tablet; [UM cell] Phone; Paper and Pencil													
DE Software	Other (ODK)													
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	Jan, 2015 (NSFG 2010-2020)	Project Phase	Implementing
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Risk Level	On Track
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Monthly Update	<p>In January, Q14 was launched. This is typically the most challenging quarter of the year due to the weather. Three meetings were conducted at NCHS in the beginning of January: Debrief on Public Use File (PUF1); January Quarterly Meeting, NSFG Year 5 Kick-Off meeting. The incentive experiment is no longer in effect as of January 4, 2015 (first day of Q14). An interviewer training was conducted with four interviewers in early January. Within one week post-training, the single new hire resigned. Travel plans are in place for the quarter and the team is keeping a close eye on attrition and coverage by area. As of this quarter, the incentive will remain at \$40 (incentive experiment discontinued) and other strategies for increasing production while decreasing costs will be explored. The stratified sample design appears to have increased eligibility by 1.3% in Q13, compared to what it would have been without the</p>
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sampling approach. The sampling statistician received approval from NCHS to increase it even further to 2.5% for Q14. In the first month of Q14, the actual eligibility rate is higher than previous quarters.

Special Issues

Travel costs are high due to unstaffed areas requiring travellers as well as the distance between 6 interviewers and their permanent assignment (>2.5 hrs). A recent analysis showed that the primary contributors to the increased HPI observed is the interview length, number of interviews and miles per interview.

Cost Jan 15, 2015

Total Cost to Date (Direct + Indirect): 16,897,500.00

Estimated Cost at Completion (E\$AC): 42,209,552.00

Total Budget: 40,153,203.00

Variance (Budget minus E\$AC): -2,056,349.70

Reason For Variance:

Projections are through the end of the project (2019/2020) and are conservative. However, the actual HPI is 1 hour more than budgeted and security costs are significantly higher than expected as well. Annually, actual costs have averaged 1.5% higher than the budgeted amount. Recent contract modifications will result in an increase to the year 4 budget, not yet reflected in the current budget amount.

Projections Jan 15, 2015

Dollars Projected For Month: 399,394.00

Actual Dollars Used: 377,789.96

Variance (Projected minus Actual): 21,605.00

Reason For Variance: Holiday and vacation time in December

Measures

	Units Complete	RR	HPI
Current Goal:	1250	75%	9.0
Goal at Completion:	1250	75%	10.0
Current actual:	450	75%	10.5
Estimate at Complete:	1300	75%	10.5
Variance:	56	0	2.0

Other Measures

Project Name	Panel Study of Income Dynamics Childhood Experiences Web/Mail Project (PSID-CE (aka FES-CE))																								
Project Mode	Primary: Web		Secondary: Mail		Total of Modes: 2																				
Project Type	Sponsored Projects			Project Status	Current																				
Budget	Direct Budget:	284,283.00	Indirect Budget:	157,778.00	Total Budget: 442,061.00																				
Principal Investigator/Client	Vicki Freedman (U of M Survey Research Center) James Smith (RAND) Kate McGonagle (U of M Survey Research Center)																								
Funding Agency																									
IRB	HUM#:	HUM00051456	Period Of Approval:	Approved w/Conting.																					
Project Team	Project Lead:	Shonda R Kruger-Ndiaye																							
	Budget Analyst:	William Lokers																							
	Production Manager:	Anthony Romanowski																							
	Senior Project Advisor:	Stephanie A Chardoul																							
	Production Manager:																								
	Production Manager:																								
Proposal #:	no data																								
Description:	PSID-CE is the first web survey associated with the PSID. The sample for the study is comprised of virtually all PSID respondents and spouses and will include approximately 13,100 individuals. Potential respondents will be invited either to complete an on-line instrument or—in the case of those who have not reported Internet access at home—given the option to complete the instrument on-line or on paper. Follow-up efforts will consist of both hard-copy and e-mailed reminders as well as non-response calling. The interview content includes questions about childhood health conditions, socioeconomic status, neighborhood(s), friendships, school experiences, criminal activity as well as the parenting experienced as children. To help respondents accurately recall their ages when various events occurred, the on-line version of the questionnaire features a custom-built dynamic life history calendar. Due to the sensitivity of the content, a Certificate of Confidentiality will be obtained.																								
SRO Project Period	08/2013 - 11/2014																								
Data Col Period	05/2014 - 10/2014																								
Security Plan	Yes																								
Milestone Dates	<table><tr><td>PreProduction Start:</td><td>08/01/2013</td><td>Pretest Start:</td><td>02/10/2014</td></tr><tr><td>Pretest End:</td><td>03/31/2014</td><td>Recruitment Start:</td><td>03/10/2014</td></tr><tr><td>Staffing Completed:</td><td></td><td>GIT Start:</td><td></td></tr><tr><td>SS Train Start:</td><td></td><td>SS Train End:</td><td></td></tr><tr><td>DC Start:</td><td>05/08/2014</td><td>DC End:</td><td></td></tr></table>					PreProduction Start:	08/01/2013	Pretest Start:	02/10/2014	Pretest End:	03/31/2014	Recruitment Start:	03/10/2014	Staffing Completed:		GIT Start:		SS Train Start:		SS Train End:		DC Start:	05/08/2014	DC End:	
PreProduction Start:	08/01/2013	Pretest Start:	02/10/2014																						
Pretest End:	03/31/2014	Recruitment Start:	03/10/2014																						
Staffing Completed:		GIT Start:																							
SS Train Start:		SS Train End:																							
DC Start:	05/08/2014	DC End:																							
Other Project Team Members:	Emily Blasczyk--Data Manager and Report Programmer Hueichun Peng--Custom Project SMS Programmer Donnalee Grey-Farquharson--Custom Project SMS Design/Specifications Robert Fenton--Illume Programmer Youhong Liu--Illume Programmer Consultant Meredith House--Web Consultant Becky Loomis & Gail Arnold--R Materials Assistance Family Economics Study Childhood Experiences Project PSID Web/Mail																								
Other Project Names:	PSID Web/Mail																								
Sample Mgmt Sys	Web SMS																								
Data Col Tool	Illume; SAQ																								
Hardware	Laptop; Desktop; Paper and Pencil																								
DE Software	Illume																								
QC Recording Tool	N/A																								
Incentive	Yes, R																								
Administration	ISR Group (PSID)																								
Payment Type	Check, post (\$20); Cash, prepaid (\$0, \$5 or \$10 to End Game Rs (planned for early Oct 2014))																								
Payment Method	Check through other system (PSID's RAPS); Imprest Cash Fund from ISR Business Office (PSID's RAPS)																								

Report Period	Jan, 2015 (PSID-CE (aka FES-CE))	Project Phase	Initiation
Risk Level	Not Rated		
Monthly Update	No update information available.		

Special Issues

Cost	<i>Total Cost to Date (Direct + Indirect):</i>	0.00
Feb 28, 2015	<i>Estimated Cost at Completion (E\$AC):</i>	0.00
	<i>Total Budget:</i>	442,061.00
	<i>Variance (Budget minus E\$AC):</i>	0.00
	<i>Reason For Variance:</i>	

Projections	<i>Dollars Projected For Month:</i>	0.00
Feb 28, 2015	<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	Social Relations, Aging and Health: Competing Theories and Emerging Complexities, Wave 3 (SRS W3)				
Project Mode	Primary: Telephone	Secondary: Web	Total of Modes: 2		
Project Type	Sponsored Projects	Project Status	Current		
Budget	Direct Budget: 950,999.00	Indirect Budget: 527,805.00	Total Budget: 1,478,804.00		
Principal Investigator/Client	Toni Antonucci (SRC) Kira Birditt (SRC)				
Funding Agency	National Institute of Health				
IRB	HUM#: 00074983	Period Of Approval:	Exp3-11-15		
Project Team	Project Lead: Esther H Ullman Budget Analyst: Bethany Benton Production Manager: Joseph Matthew Matuzak Senior Project Advisor: Kirsten Haakan Alcser Production Manager: Maryam N Buageila Production Manager:				
Proposal #:	no data				
Description:	<p>SRO's work on this project will include the conduct of centralized telephone interviews with panel respondents and identified members of their 'core network'. After completing their centralized telephone interview, all respondents (both panel respondents and core network members) will be asked to complete monthly web-based journals for twelve months to demonstrate instances where they have relied on their "core network" to assist in dealing with life course events that they have faced, or in the case of core network members (CNMs) instances where they have provided support to the panel respondents in dealing with life course events that they have faced. The sample for the panel respondents will include the surviving members of the 1993 adult and child Social Relations cohorts (panel).</p>				
SRO Project Period	01/2014 - 01/2017				
Data Col Period	07/2014 - 10/2016				
Security Plan	Yes				
Milestone Dates	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;"> PreProduction Start: Pretest End: Staffing Completed: SS Train Start: 06/24/2014 DC Start: 07/13/2014 </td> <td style="padding: 5px;"> Pretest Start: Recruitment Start: GIT Start: SS Train End: 06/25/2014 DC End: </td> </tr> </table>			PreProduction Start: Pretest End: Staffing Completed: SS Train Start: 06/24/2014 DC Start: 07/13/2014	Pretest Start: Recruitment Start: GIT Start: SS Train End: 06/25/2014 DC End:
PreProduction Start: Pretest End: Staffing Completed: SS Train Start: 06/24/2014 DC Start: 07/13/2014	Pretest Start: Recruitment Start: GIT Start: SS Train End: 06/25/2014 DC End:				
Other Project Team Members:	Rebecca Loomis, Dave Dybicki, Dan Zabs, Hueichun Peng, Max Malhortra, Minako Edgar, Robert Fenton, Shaowei Sun				
Other Project Names:	Social Relations 2014				
Sample Mgmt Sys	SMS; Web SMS; Illume; Project specific system (WebSMS)				
Data Col Tool	Blaise 4.8				
Hardware	Laptop; Desktop				
DE Software	Illume				
QC Recording Tool	DRI-CARI				
Incentive	Yes, R				
Administration	SRO Group				
Payment Type	Check, post (\$25,\$20, \$5-\$95)				
Payment Method	Check through other system				

Report Period	Jan, 2015 (SRS W3)	Project Phase	Implementing
Risk Level	Some Concerns		
Monthly Update	<p>Production on baseline completions has continue to slow down as the largest proportion of cases are in tracking. Project staff is quite concerned and meetings was held to review new tracking database and analysis of sample. A custom cost report was also provided to th client</p>		
Special Issues			

Cost
Jan 29, 2015

Total Cost to Date (Direct + Indirect): 599,175.11
Estimated Cost at Completion (E\$AC): 1,205,345.59
Total Budget: 1,478,804.00
Variance (Budget minus E\$AC): 29.99
Reason For Variance: We prepared a cost report for client projecting work within the amount of budget received.

Projections
Jan 29, 2015

Dollars Projected For Month: 81,062.80
Actual Dollars Used: 68,202.67
Variance (Projected minus Actual): 12,860.13
Reason For Variance: Costs were lower than projections due to less sample available for calling and thus interviewer hours reduced.

Measures

	Units Complete	RR	HPI
Current Goal:	939		5.5
Goal at Completion:	1639	.75	5.2
Current actual:	783	.40	3.63
Estimate at Complete:	1380		
Variance:	259		

Other Measures

we are also collecting monthly web surveys. PI has also said Panel interviews are top priority (above CNM and web)

Project Name	Surveys of Consumer Attitudes (SCA 2014)				
Project Mode	Primary: Telephone	Total of Modes: 1			
Project Type	Sponsored Projects	Project Status	Current		
Budget	Direct Budget: 649,196.00	Indirect Budget: 0.00	Total Budget: 649,196.00		
Principal Investigator/Client	Dr. Richard T. Curtin (SRC)				
Funding Agency	Thompson-Reuters, others for riders				
IRB	HUM#: B03-00002545-R2	Period Of Approval:	thru 10/30/2014		
Project Team	Project Lead: Joseph Matthew Matuzak Budget Analyst: Steve Bright Production Manager: Senior Project Advisor: Mary P Maher Production Manager: Andrea Sims 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 500 interviews.</p>				
SRO Project Period	01/2014 - 12/2014				
Data Col Period	01/2014 - 12/2014				
Security Plan	Yes				
Milestone Dates	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; vertical-align: top;"> PreProduction Start: Pretest End: Staffing Completed: SS Train Start: DC Start: </td> <td style="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:	Dave Dybicki Ann Munster Pamela Swanson Jennie Williams LaVelvet Harrison				
Other Project Names:	SCA				
Sample Mgmt Sys	SMS				
Data Col Tool	Blaise 4.8				
Hardware	Desktop				
DE Software	NA				
QC Recording Tool	Live monitoring; Other (CXM)				
Incentive	Not used				
Administration	SRO Group				
Payment Type	NA				
Payment Method	NA				

Report Period	Jan, 2015 (SCA 2014)	Project Phase	Initiation
Risk Level	Not Rated		
Monthly Update	No update information available.		

Special Issues

Cost	<i>Total Cost to Date (Direct + Indirect):</i>	0.00
Feb 28, 2015	<i>Estimated Cost at Completion (E\$AC):</i>	0.00
	<i>Total Budget:</i>	649,196.00
	<i>Variance (Budget minus E\$AC):</i>	0.00
	<i>Reason For Variance:</i>	

Projections	<i>Dollars Projected For Month:</i>	0.00
Feb 28, 2015	<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	Sustainability Cultural Indicators Program-2014 (SCIP-2014)				
Project Mode	Primary: Web Total of Modes: 1				
Project Type	Sponsored Projects	Project Status	Current		
Budget	Direct Budget: 69,329.00	Indirect Budget: 0.00	Total Budget: 69,329.00		
Principal Investigator/Client	John Callewart (UM-Graham Sustainability Institute) Robert Marans (UM-Survey Research Center)				
Funding Agency	U-M Office of the Provost, with additional funding from the Graham Sustainability Institute and the Institute for Social Research				
IRB	HUM#: 00068573	Period Of Approval:	9/27/2013-9/26/2014		
Project Team	Project Lead: Andrew L Hupp Budget Analyst: Sherri Cranson Production Manager: Senior Project Advisor: Stephanie A Chardoul Production Manager: 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	07/2014 - 06/2015				
Data Col Period	10/2014 - 11/2014				
Security Plan	NA				
Milestone Dates	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; padding: 5px;"> PreProduction Start: Pretest End: Staffing Completed: SS Train Start: DC Start: </td> <td style="text-align: center; padding: 5px;"> 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:	Andrew Hupp - instrument revisions/project management/methodological experimental design Mick Couper/James Wagner/Gregg Peterson - methodological experimental design Steve Bright/Sherri Cranson - financial support and analysis Robert Fenton- mobile stylesheet programming Hueichun Peng - e-mail tracking programming Minako Edgar - sample prep, dataset creation, GIS analysis Dan Zahs/Paul Burton - weighting and sampling support Qiaoxian Hu/Will Chan - analysis (PSM graduate students working on PI side) Campus Sustainability				
Other Project Names:					
Sample Mgmt Sys	Illume				
Data Col Tool	Illume				
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)				
Report Period	Jan, 2015 (SCIP-2014)	Project Phase	Closing		
Risk Level	On Track				
Monthly Update	July '14 1. The regular meeting continued between Andrew, the PIs and the analysts (Qiaoxian, Will and Minako). The meetings mainly focus on analysis of 2013 data for the final report (including the first analysis of the panel). Focus will shift in August to the changes for the 2014 survey.				

2. A small group (Andrew Hupp, Mick Couper, James Wagner, and Gregg Peterson) was assembled to discuss the non-response issue in the 2013 SCIP. A list of possible ideas was generated to address the problem. A non-response proposal was submitted to the PIs for their review. They agreed with the proposal to have the PSM graduate student working for the project staff conduct a non-response analysis of the data we have (survey data, sample frame data and paradata. James will direct the analysis. Once the analysis has been completed a set of recommendations for the 2014 survey will be presented to the PIs.
3. Cheryl provided the contact information/process for obtaining the fac/staff sample from HR and the student sample from the Registrar.
4. Andrew provided formatted electronic copies of the 2012 and 2013 surveys to the PIs (rather than the Illume output previously provided as the questionnaire). Andrew provided an additional 2013 versions with comments on items that should be tweaked for the 2014 survey. These documents will be used as the basis for the 2014 questionnaires. These documents can be edited and submitted to the IRB as the 2014 versions.
5. Andrew provided information for the Continuing Review. Work will begin on the amendment for the 2014 survey in August.

August '14

1. The regular meeting continued between Andrew, the PIs and the analysts (Qiaoxian, Will and Minako). The meetings mainly focus on analysis. Most of the meetings for the month were cancelled due to schedules. There was a meeting that focused on changes for the 2014 survey. These include questionnaire changes from the stakeholders as well as design issues Andrew noted when reviewing the questionnaire, updates based on the non-response analysis as well as some restructuring of the end of the survey (location of submit button and flow into a survey where comments can be left).
2. James and Andrew met with Qiaoxian to discuss the non-response analysis before Andrew went on vacation. While Andrew was on vacation Qiaoxian received a job offer and was not able to conduct the non-response analysis. Andrew met with Will (an incoming PSM student who works on the project) after Andrew's vacation to discuss the non-response analysis. He will begin work on this at the end of August. He will meet with James and Andrew the first week of September.
3. Andrew contacted the Registrar about the variables they have that could potentially be provided as part of the 2014 sample frame of students.
4. Andrew reviewed/edited/revised text put together on the 2013 methodology (based on something Cheryl had written) for the 2013 report to the university.
5. The recording of the video with the softball coach was to take place in August. Due to the commitments of the film team with the football program the shooting has been delayed.
6. In September: (1) work will begin on the IRB amendment for the 2014 survey, (2) programming/structural changes will be made to the instruments and systems for the survey (a) questionnaire revisions, (b) restructuring of the end of the survey, (c) recommendations based on the non-response analysis, which could include revising the mobile stylesheet, implementing a way to know if e-mails were open, etc.), (3) the video with the softball coach will be recorded.

September '14

1. The regular meeting continued between Andrew, the PIs and the analysts (Will and Minako). A new member (Noah Webster) has joined the group. Meetings generally focused on the preparation for the launch of the 2014 surveys in October.
2. James and Andrew met with Will (who took over for Qiaoxian) to discuss the non-response analysis. He met with James and Andrew the first week of September with some information from his analysis. One analysis looked at when cases responded. From this analysis we modified the timing of the reminder e-mails.
3. Andrew requested sample frame files from the Registrar (Freshman N=4,000, Sophomore N=3,000, Junior N=3,000, Senior N=3,000, Grad Student, N=1,500) and U-M HR (Faculty N=3,000, Staff N=2,000).
4. The message from the softball coach was recorded. Andrew and Bob attended the recording of the video.
5. Andrew modified the communications (e-mails) for the IRB amendment.
6. Andrew made the modifications to the fac/staff survey.
7. The IRB amendment was submitted and approved by Andrew and John.
8. Andrew met with Mick and Bob regarding a consent and video experiment and an analysis related to survey data and administrative data.
9. In October: (1) an IRB amendment for the 2014 survey will be submitted with minor revisions, (2) programming/structural changes will be made to the instruments and systems for the surveys (a) student questionnaire revisions, (b) revisions of paradata code based on suggestions from Mick as he looks at the 2012 data, (c) implementing a mobile stylesheet (d) implementing a way to know if e-mails were open, etc.), (d) revisions for the consent experiment, (3) testing of all instruments and integrated systems.

October '14

1. The regular meeting continued between Andrew, the PIs and the analysts (Will and Minako).
2. The sample files were received from UM-HR and UM-Registrar (Freshman N=4,000, Sophomore N=3,000, Junior N=3,000, Senior N=3,000, Grad Student, N=1,500) and U-M HR (Faculty N=3,000, Staff N=2,000).
3. Minako created a master SampleID for everyone (going back to the beginning of the study) since one did not exist. The sample file was then de-duplicated across faculty/staff and students and cross-section students and panel

students. Replicates of ~100 were created for each of the groups.

4. Andrew created a sample release schedule for all of the replicates.
5. Robert made modifications to the mobile stylesheet and implement a menu for the consent experiment.
6. Larry prepared the video for use during the 3rd reminder.
7. Hueichun programmed a way to tell if e-mails are being opened. This provides more information in the event there is an issue like there was during the 2013 data collection.
8. Andrew conducted final testing on the instrument.
9. Data collection began with Release 1 (5 replicates).

November '14

1. Meetings continued between Andrew, the PIs and the analysts (Will and Minako).
2. A project review was conducted with SRO admin detailing the design changes made to the 2014 survey to address problems from the 2013 data collection.
3. Data collection was primarily done in the month of November. Most sample was released in October. Two releases, 8 and 9 (6,455 cases) occurred in November. Release 9 was the reserve release. After seeing how production was going Andrew met with the PIs and the decision was made to release those cases. The PIs preferred number of interviews over response rate.

To do:

1. Add master SampleID to prior years datasets.
2. Write 2014 methods report.
3. Analyze data (experiments, e-mail, device usage, etc.).
4. Work with research team on appending other data sources to survey data.

December '14

1. Meetings continued between Andrew, the PIs and the analysts (Will and Minako).
2. Data collection officially closed on Monday December 1.
3. Dan Zaks was provided the information to create the weights. Dan is still working on the weights.
4. Andrew created a list of methodological analyses that need to be completed. This list will be added to as other items of analysis interests arise. Resources will be assigned to work with Andrew on these items. Minako will have some involvement along with Will.
5. Andrew provided the comments from the anonymous survey to the PIs.
6. Andrew and Minako provided the email addresses to Graham of those participants requesting more information.

To do:

1. Produce final dataset once weights have been created.
2. Add master SampleID to prior years datasets.
3. Write 2014 methods report. This includes rewriting the previous years into a comprehensive report that has information on each of the years (with tables for comparisons) rather than a separate report each year.
4. Analyze data (experiments, e-mail, device usage, etc.).
5. Work with research team on appending other data sources to survey data.
6. Work on proposal for Campus Sustainability project in Brazil.

January '15

1. Meetings continued between Andrew, the PIs and the analysts (Will and Minako).
2. Dan Zaks finished the cross-section weights for faculty/staff and students. He still needs to create the weight for the panel cases.
3. Andrew add to the list of methodological analyses that need to be completed. This list will be added to as other items of analysis interests arise. Resources will be assigned to work with Andrew on these items. Minako will have some involvement along with Will.
4. Andrew finished selecting the raffle winners, ordered the gift codes from Amazon and contacted the winners.
5. Minako has provided raw cross-section datasets.
6. Andrew worked on the 2014 report.
7. Andrew met with Bob on proposal for Brazil survey. The proposal is due at the end of January.
8. Andrew created questionnaires (faculty/staff, student, panel) for the project website.
9. Andrew created questionnaires to use for the 2015 revisions.

To do:

1. Produce final dataset once weights have been created.
2. Add master SampleID to prior years datasets.
3. Continue writing 2014 methods report. This includes rewriting the previous years into a comprehensive report that has information on each of the years (with tables for comparisons) rather than a separate report each year.
4. Analyze data (experiments, e-mail, device usage, etc.).
5. Work with research team on appending other data sources to survey data.
6. IRB continuing renewal (expires end of July '15)

Cost
Jan 31, 2015

<i>Total Cost to Date (Direct + Indirect):</i>	33,198.22
<i>Estimated Cost at Completion (E\$AC):</i>	69,264.89
<i>Total Budget:</i>	69,329.00
<i>Variance (Budget minus E\$AC):</i>	64.11
<i>Reason For Variance:</i>	

Projections
Jan 31, 2015

<i>Dollars Projected For Month:</i>	6,875.47
<i>Actual Dollars Used:</i>	7,714.70
<i>Variance (Projected minus Actual):</i>	-4,558.36
<i>Reason For Variance:</i>	E-mail tracking and sample management increased costs over projections. Overall a slight underrun is projected. Most of the time projections for the rest of the fiscal year are for Andrew and Minako now that the survey is running.

Measures

	Units Complete	RR	HPI
<i>Current Goal:</i>	4,950	.22	
<i>Goal at Completion:</i>	4,950	.22	
<i>Current actual:</i>	6,378	.303	
<i>Estimate at Complete:</i>	6,378	.303	
<i>Variance:</i>	+1,428		

Other Measures

Project Name Transitions from Preschool through High School: Family, Schools and Neighborhoods (CDS 2014)

Project Mode Primary: Telephone Secondary: Face to Face Total of Modes: 3

Project Type Sponsored Projects **Project Status** Current

Budget ***Direct Budget:*** 4,416,693.00 ***Indirect Budget:*** 2,450,668.00 ***Total Budget:*** 6,867,361.00

Principal Investigator/Client Narayan Sastry (University of Michigan Survey Research Center)
Kate McGonagle (University of Michigan Survey Research Center)

Funding Agency National Institute of Child Health and Human Development

IRB ***HUM#:*** HUM00075944 ***Period Of Approval:*** 2/6/2014 - 2/5/2015

Project Team ***Project Lead:*** Jennifer C Arrieta
Budget Analyst: William Lokers
Production Manager: Dianne G Casey
Senior Project Advisor: Stephanie A Chardoul
Production Manager: Shonda R Kruger-Ndiaye
Production Manager: Maryam N Buageila

Proposal #: no data

Description: The Child Development Study is part of the Panel Study of Income Dynamics (PSID) suite. The goal of the CDS is to gather comprehensive and nationally representative, longitudinal data about children and their families to study how social, economic, and other factors affect children's and adolescents' development. The original CDS followed a cohort of children in PSID families who were 0–12 years of age in 1997 through three waves of data collection and focused on understanding the socio-demographic, psychological, and economic aspects of childhood in an on-going nationally-representative longitudinal study of families. In 2014, all of the children in the original cohort have reached adulthood, and a new generation of children has replaced them in PSID families. The goal is to collect information in 2014 on all children aged 0–17 years in this new generation, shifting the orientation from a cohort study to one that obtains information on the childhood experiences of all children in PSID families, who will become primary respondents in the Core PSID when they form their own economically-independent households. These new data will support studies of health, development, and well-being in childhood; the relationship between children's characteristics and contemporaneous family decision-making and behavior; and the effects of childhood factors on subsequent social, demographic, economic, and health outcomes over the entire life course for these individuals as they are followed into the future as part of PSID. The sample will consist of approximately 6,400 children aged 0-17 and 3,500 primary caregivers.

Data collection will be conducted in a variety of modes (FTF, TEL, MAIL) and will include the following:

- A cover screen interview with an adult member of the household, preferably the expected primary caregiver, other caregiver, or the PSID 2013 respondent, to identify the actual primary caregiver and children;
 - A telephone interview with the child's primary caregiver;
 - A telephone interview with each child in the family unit ages 12- 17;
 - An interactive voice response (IVR) administration of sensitive questions with each child ages 12-17;
 - An in-person interview with a sub-set of children ages 8-11;
 - Woodcock Johnson assessments with a sub-set of primary caregivers and children ages 3-17;
 - A weekday and weekend time diary about the primary caregiver's activities;
 - A weekday and a weekend time diary about each child's activities;
 - Height and weight measurements for each child ages 3-17;
 - Height, weight, and waist circumference measurements for the primary caregiver;
 - Collection of a saliva sample from the primary caregiver and from children ages 5-17;
 - School records and birth records linkage consent forms for the primary caregiver and each child ages 0-17;
- and
- Neighborhood and in-home interviewer observations with a sub-set of households.

SRO Project Period 03/2014 - 08/2015

Data Col Period 10/2014 - 04/2015

Security Plan Yes

Milestone Dates

PreProduction Start: 03/01/2014

Pretest End: 08/14/2014

Staffing Completed: 09/08/2014

SS Train Start: 10/17/2014

DC Start: 10/27/2014

Pretest Start: 07/24/2014

Recruitment Start: 06/01/2014

GIT Start: 10/15/2014

SS Train End: 10/22/2014

DC End: 04/25/2015

Other Project Team Members:	Jeff Smith/Louis Daher - Tech Team Leads Sara Freeland - Training Coordinator Youhong Liu/Peter Sparks/Karl Dinkelman- CAI Programmers Marsha Skoman/Holly Ackerman - Sample Management System Programmers Lingling Zhang/Brad Goodwin - Data Managers Genise Pattullo - Help Desk Supervisor Winter Freeman - Project Assistant Ryan Yoder - Instrument testing and instrument specs Jay Lin - Instrument testing Andrea Pierce - Help Desk
Other Project Names:	New Age Child Development Study, Child Development Supplement, CDS IV
Sample Mgmt Sys	SurveyTrak; Other (Weblog, WebTrak)
Data Col Tool	Blaise 4.8; SAQ
Hardware	Laptop; Desktop; [UM cell] Phone; Paper and Pencil
DE Software	Other (PSID Study Staff developed system)
QC Recording Tool	DRI-CARI; Camtasia
Incentive	Yes, R; Yes, INF
Administration	SRO Group; ISR Group (PSID Study Staff)
Payment Type	Check, post (between \$5 and \$180); Cash, post (between \$5 and \$180); Other (Money Order)
Payment Method	Check through other system (PSID Study Staff processes check and money order payments); Interviewer paym

Report Period	Jan, 2015 (CDS 2014)	Project Phase	Implementing
Risk Level	<i>Attention!</i>		
Monthly Update	<p>During the month of January, the project manager, PSID survey director, and SPA joined frequent meetings with the CDS/PSID PIs to discuss the the PSID/CDS overlap. In addition, CDS specific meetings with PIs continued weekly to discuss production, potential incentives to assist in data collection. Stats unit worked on some special reports requested by the PIs for CDS. Instrument programming, Sample Management Sytems programming, CTT testing, and integrated testing continued in preparation for the Spanish datamodel as well as any fixes and/or enhancements to systems and reports were identified. PIs are discussing end game strategies and sub-sampling work to be done by the SRO stats group for the upcoming months.</p> <p>Main Data Collection continued in January with 62 interviewers, 7 TLs, 2 PCs, 1 lead tracker , 2 assistant trackers, and 1 travel coordinator. SSL staff continued working on PCG and saliva mailings, IVR follow-up, and time diary coding. Last week of January the training of the SSL on CDS follow-up effort (being transitioned from the field staff) occurred. The SSL will begin follow-up calling February 2nd. 5 field staff were trained via webinar on conducting the phone portions of the interviews. They are currently in the process of being certified for production.</p> <p>As of January 26, 2015, iwers had fully completed 2,313 Coverscreens (71% RR), 1310 PCG lws in Blaise (56% RR) and 2,678 Child lws in Blaise (66% RR). The response rates for linkage consents, saliva, and time diaries are still low (all around 25%) especially from pref mode TEL families where no in-home visit is made. IVR response rate for the 12-17 year olds is at 59%.</p> <p>We are currently behind our weekly Blaise goals due to a slow start, attrition, and the non-final PCG lines pending measurements only data. In addition, the upcoming overlap with PSID core is very concerning although the PSID PIs agreed that the first batch of CDS sample going to PSID Core will consist of approximately 340 households who have completed Blaise and all additional components which allows CDS to work the sample longer. Criteria to close out cases on CDS for future releases to PSID Core are still in discussion. PCs, TLs, and Interviewers have been working together closely on strategies for best managing their sample and ensuring all interviewers have sufficient sample to keep productive.</p>		
Special Issues	<ul style="list-style-type: none"> - High response rate expectations despite significant R burden - No clear definition of what constitutes a completed household so initial monitoring will be at the most granular level by component. The definition of completed household will vary based on release to PSID Core decisions by PIs. - Need to adjust production plans if yield or costs vary significantly from projections - Constraint on production end date due to Core 2015 launch - Overlap with PSID Core (sample and staff) 		
Cost			
Dec 31, 2014	Total Cost to Date (Direct + Indirect):	2,785,674.80	
	Estimated Cost at Completion (E\$AC):	6,383,301.61	
	Total Budget:	6,867,361.00	
	Variance (Budget minus E\$AC):	484,059.39	

Reason For Variance:

Smaller sample size than projected, workscope changes, Fewer actual programmer hours than budgeted; Hosting costs less than budgeted. PIs are discussing end game strategies and sub-sampling work to be done by the SRO stats group so additional projections will be added into CRS once those are more clearly defined.

**Projections
Dec 31, 2014**
Dollars Projected For Month:

382,957.30

Actual Dollars Used:

133,131.94

Variance (Projected minus Actual):

249,825.36

Reason For Variance:

Hours for the month were over-projected slightly by 327 hours. The largest impact was non-salary items some of which are being pushed forward.

Measures

	Units Complete	RR	HPI
Current Goal:			
Goal at Completion:	2,982	93%	4.29
Current actual:	2,313	70%	3.52
Estimate at Complete:			
Variance:			

Other Measures

Coverscreen Interviews: 93% RR goal (listed in the chart above)

From those families who complete the coverscreen interview, the response rate goals by component are listed below:

PCG Blaise Interviews: 95% (current is 56% RR)

Child Blaise Interviews: 92% (current is 66% RR)

Birth Linkage Consents: 92% (current 26% RR)

School Linkage Consents: 92% (current 24% RR)

Saliva Collection: 85% (current 25%RR)

Child Time Diaries: 85% (current 28%)

IVR: SRO feels 50% RR is achievable although research indicates 30% RR is norm for IVR with adults in market research . PIs have indicated that they expect a 75% RR for IVR. (current is 59% RR)