

Survey Research Operations

Monthly Project Report

Sponsored

May 2022



Sponsored Projects

(AFHS) American Family Health Study
 (AFHS-Additional work) American Family Health Study - additional work
 (BFY) Baby's First Years
 (CARE SALTOS MTEC) Concussion Assessment, Research and Education (CARE) Consortium 2022
 (CDS-21) PSID Child Development Supplement 2021
 (ECHO (Year 6)) Environmental Influences on Child Health Outcomes
 (EDC Midline) Every Dollar Counts Program Evaluation Midline Surveys
 (EDC-SS Phases 3-4) Every Dollar Counts Semi-Structured, Phases 3-4
 (HCAP 2022) Harmonized Cognitive Assessment Protocol, 2022
 (HRS 2021 OYMS / COVID Survey) HRS 2021 Off-Year Mail Study / COVID Survey
 (HRS 2022 Panel) Health and Retirement Study 2022
 (HRS2022-Screening) HRS 2022 - Screening
 (HRS-Neuro) HRS Neuroimaging Pilot
 (IHDS3) India Human Development Survey Wave 3
 (MI CReSS (Year 2)) Michigan COVID-19 Recovery Surveillance Cohort Study
 (MTF Base Year 2022_27) Monitoring the Future Base Year 2022-2027
 (MTF HID 22) MTF High Intensity Drinking 2022
 (MTF Panel 2022-27) Monitoring the Future Panel 2022-2027
 (PSID TAS 2021) Transition to Adulthood within its Life Course & Intergenerational Family Context
 (PSID21) Panel Study of Income Dynamics 2021
 (PSID23 Online Contact Update) Panel Study of Income Dynamics 2023 Online Contact Update
 (PSID-PR) Puerto Rico Panel Study of Income Dynamics
 (SCA 2022) Surveys of Consumer Attitudes
 (SCIP 2021) Sustainability Culture Indicators Project
 (SSRC Web Survey) Social Science Research Council Web Survey
 (STARRS-LS Waves 3 & 4) Study to Assess Risk and Resilience in Servicemembers-Longitudinal Study
 (VCT) Video Communication Technologies in Survey Data Collection
 (WCJ -Remote Pilot) Woodcock-Johnson Remote Administration Pilot

Sponsored Projects Dashboard

NonArchived Sponsored Projects

Project	Type	Phase	Project Lead	Jan	Feb	Mar	Apr	May
AFHS	Sponsored	Closing	Rebecca Gatward	🟢	🟡	🟢	🟡	🟢
AFHS-Additional work	Sponsored	Implementing	Rebecca Gatward	🟡	🟡	🟡	🟡	🟢
BFY	Sponsored	Implementing	Piotr Dworak	🟢	🟢	🟢	🟡	🟢
CARE SALTOS MTEC	Sponsored	Implementing	Donnalee Ann Grey-Farquharson	🟢	🟢	🟢	🟡	🟢
CDS-21	Sponsored	Implementing	Sarah Crane	🟢	🟢	🟢	🟢	🟢
ECHO (Year 6)	Sponsored	Implementing	Terri Ann Ridenour	🟢	🟢	🟡	🟡	🟡
EDC Midline	Sponsored	Implementing	Barbara Lohr Ward	🟢	🟢	🟡	🟢	🟢
EDC-SS Phases 3-4	Sponsored	Implementing	Karin Schneider	🟢	🟢	🟢	🟢	🟢
HCAP 2022	Sponsored	Planning	Maureen Joan O'Brien	🟢	🟢	🟢	🟢	🟢
HRS 2021 OYMS / COVID Survey	Sponsored	Closing	Ian Ogden	🟢	🟢	🟢	🟢	🟢
HRS 2022 Panel	Sponsored	Implementing	Evanthia Leissou	🟡	🟢	🟡	🟡	🟡
HRS2022-Screening	Sponsored	Implementing	Evanthia Leissou	🟢	🟢	🟡	🟢	🟡
HRS-Neuro	Sponsored	Closing	Ian Ogden	🟡	🟡	🟡	🟢	🟢
IHDS3	Sponsored	Initiation	Gina-Qian Yang Cheung	🟡	🟡	🟡	🟢	🟢
MI CReSS (Year 2)	Sponsored	Implementing	Terri Ann Ridenour	🟢	🟢	🟢	🟢	🟢
MTF Base Year 2022_27	Sponsored	Implementing	Rebecca Gatward	🟡	🟡	🟡	🟢	🟢
MTF HID 22	Sponsored	Closing	Donnalee Ann Grey-Farquharson	🟢	🟢	🟢	🟢	🟢
MTF Panel 2022-27	Sponsored	Implementing	Donnalee Ann Grey-Farquharson	🟡	🟡	🟡	🟢	🟢
PSID TAS 2021	Sponsored	Implementing	Piotr Dworak	🟢	🟢	🟢	🟡	🟢
PSID21	Sponsored	Closing	Shonda R Kruger-Ndiaye	🟢	🟢	🟢	🟢	🟢
PSID23 Online Contact Update	Sponsored	Implementing	Camila Kendall	🟡	🟡	🟡	🟢	🟢
PSID-PR	Sponsored	Implementing	Shonda R Kruger-Ndiaye	🟡	🟡	🟡	🟢	🟢
SCA 2022	Sponsored	Initiation	Theresa Camelo	🟢	🟢	🟢	🟢	🟢
SCIP 2021	Sponsored	Closing	Maureen Joan O'Brien	🟢	🟢	🟢	🟢	🟢
SSRC Web Survey	Sponsored	Closing	Karin Schneider	🟡	🟢	🟢	🟢	🟢
STARRS-LS Waves 3 & 4	Sponsored	Implementing	Meredith A House	🟡	🟡	🟡	🟡	🟡
VCT	Sponsored	Closing	Andrew L Hupp	🟢	🟢	🟢	🟢	🟢
WCJ -Remote Pilot	Sponsored	Closing	Hongyu Johnson	🟢	🟢	🟢	🟢	🟢

Project Name	(AFHS) American Family Health Study					
Project Mode	Primary: Web		Secondary: Mail		Total of Modes: 3	
Project Type	Sponsored Projects				Project Status	Current
Budget	Direct Budget:	1,596,238.00		Indirect Budget:	893,895.00	Total Budget: 2,490,133.00
Principal Investigator/Client	Brady West (Survey Research Center) William Axinn, Mick Couper and James Wagner (Survey Research Center)					
Funding Agency	National Institutes of Health (NIH)					
IRB	HUM#:	00167171		Period Of Approval:		
Project Team	Project Lead:	Rebecca Gatward				
	Budget Analyst:	Dean E Stevens				
	Production Manager:	Lloyd Fate Hemingway				
	Senior Project Advisor:	Grant D Benson				
	Production Manager:					
	Production Manager:					

Proposal #: no data

Description: The American Family Health Study is a methodological project which aims to evaluate the feasibility of collecting national family, fertility and reproductive health data on a nationally-representative sample using a self-administered mode that is comparable to data collected with an in-person (interviewer-administered) study.

We plan to screen around 42,120 randomly selected U.S. households by mail and web to identify an eligible population (aged 18-49 years). The screening work will be divided across two successive nine month periods (n=21,060 per effort). Each 'replicate' is a fully representative sample of U.S. households. Eligible respondents will be invited to complete three modules of content (administered separately or one instrument), either online or a paper questionnaire. The plan is obtain at least one returned module from 4,000 respondents.

There will be a two month gap between replicates. The first replicate will begin in September 2019 and the second in around July 2020.

The sample (addresses) will be selected via Market Systems Group (MSG). The following response assumptions have been made: at the screening stage, we estimate a response rate of 50% (around 21,000). Of these we expect approximately 12,000 addresses to contain an eligible person. In households with more than one eligible person we will randomly select one person.

The contact protocol for the screener and main data collection is designed to, initially, push completion by web. Addresses or selected participants will only be mailed a paper screener or questionnaire after reminders encouraging completion online. This is a recent change to the protocol and was made after the SRO budget proposal was provided to the PI.

The main interview consists of three modules which will replicate almost all NSFG content. The PI group is leading the process of reviewing and translating the content to web format and will provide specifications for programming to SRO.

The following revisions have been made to the study design as detailed in the latest budget proposal (SRO scope of work);

- o We will use an external vendor to scan returned paper screeners, rather than manual data entry. This vendor will also format the paper forms, print materials and be responsible for most of the respondent mailings.
- o The original study design did not include web as a mode of data collection for screening. Additional funding from SRC has been obtained by the Principal Investigator to cover the development of a web screener and associated data management and reporting costs.
- o Telephone reminder calls remains one of the steps in the non-response protocol for the main data collection. However, it is likely that this effort will be targeted to a subset of the selected sample, rather than across the entire sample.
- o The amount budgeted for the TOA for the screener was \$2 and \$5 – 50% of the sample to receive each amount. The TOA amount will now be \$2 for the full sample. We may provide an additional TOA of \$5 to a subset of the non-responders as part of one of the follow-up reminder mailings (depending on available budget).
- o The eligibility age range for the study has been changed from 15-49 to 18-49. This eliminates the need to contact to parents/guardians of all eligible respondents who have not reached the age of majority to gain consent to participate in the study. There are three states where the age of majority is above 18 years of age – in these states we will adjust the selection protocol as necessary.
- o A further change to the study protocol is around completion of the main modules. In some circumstances we

will provide Respondents the option to move directly to complete the main modules after completing the screener without being sent an invite in the mail/email to do so. This will only happen if the selected R is also the person who completed the screener.

o An experiment around completion of the modules has been introduced to the protocol. Twenty per cent of the selected eligible respondents will be invited to complete the full 60 minute survey as one instrument, rather than completing three separate modules.

SRO Project Period
Data Col Period
Security Plan
Milestone Dates

01/2019 - 03/2022
 05/2020 - 04/2022
 NA

PreProduction Start: 09/01/2018
Pretest End:
Staffing Completed:
SS Train Start:
DC Start: 04/21/2020

Pretest Start:
Recruitment Start:
GIT Start:
SS Train End:
DC End: 04/30/2022

Other Project
Team Members:

SRO Team: Andrew Hupp, Laura Yoder, Rose Zdybel, Kallan Larsen, Lloyd F Hemingway, Jim Rodgers, Colette Keyser, Deb Wilson, Wen Chang

Other Project
Names:

During the budget proposal stage this project was known as 'A More Efficient Web-Based Approach to Collecting National Family, Fertility and Reproductive Health Data'.

Sample Mgmt Sys

MSMS

Data Col Tool

Blaise 5

Hardware

Desktop

DE Software

Other (Blaise 5 (for Mail questionnaires)); External vendor (TBD)

QC Recording Tool

N/A

Incentive

Yes, R

Administration

SRO Group

Payment Type

Check, post (Modules 1 - \$20, Module 2 - \$20 and Module 3 - \$30); Cash, prepaid (Screener IW - \$2 Potentially

Payment Method

Check through STrak RPay System; Check through other system (Info. from MSMS and transfer information via

Report Period

May, 2022 (AFHS)

Project Phase

Closing

Risk Level

On Track

Monthly Update

May update

Data collection for the second replicate concluded in early April. The final outcomes across the two sample replicates are summarized below:

	Estimated*	Replicate 1	Replicate 2	Total
Sampled addresses	42,120	19,381	22,381	41,762
Completed screeners	18,820	2,556	3,617	6,173
Screening RR	45%	15.0%	18.0%	5.3%**
Eligibility rate	57%	59.1%	59.7%	59.5%

	Estimated*	Replicate 1	Replicate 2	Total
Main phase				
Selected respondents for main survey		10,754	1,513	2,159
Completed Main IWs	4,000	998	1,371	2,369
Main RR	37%	66%	64%	65%**

* Projected response rates were based on existing studies using similar methodology at the time the study was designed and proposal submitted. One of these is the National Household Education Survey. In a large 2011 field test, they obtained a 69% response rate for the screening survey. These studies were conducted prior to changes in political climate and the COVID pandemic, which had a subsequent effect on survey response rates.

** Preliminary RRs

- Raphael is currently working on calculating the weights for Replicate 2.
- The PI group will rerun analysis to incorporate Replicate 2 data (including, comparing key indicators from NSFG with AFHS)

Current SRO focus: Two additional components, AFHS Panel Feasibility Survey and AFHS non-response follow-up. These will be reported on separately in MPR from next month (June).

Special Issues

The additional scope (panel feasibility and non-response follow-up) will be funded using sequestered funds (on a separate short code). The PI group have also agreed to fund the overspend on the main AFHS budget.

Cost
Jun 10, 2022

Total Cost to Date (Direct + Indirect): 2,518,833.90
Estimated Cost at Completion (E\$AC): 2,518,833.90
Total Budget: 2,490,133.00
Variance (Budget minus E\$AC): -28,700.90
Reason For Variance:

The main AFHS budget has overspend amount of \$18,399 (direct). Until around February this year we have consistently forecast an underspend on the project budget. The underrun was attributed to the lower response rates. However, as the design has changed in many ways since the original proposal, the source of the underrun could be due to other changes in design along with the use of a vendor for printing, mailing and scanning. The total underrun amount was reduced with the implementation of numerous methodological experiments and increasing the sample size for Replicate 2 by 3,000 addresses.

The main source of the overrun against projections earlier this year were respondent TOAs – we received a high number of completed paper surveys after returns had slowed. Overall, the longer than expected timeline is also a contributing factor to the overspend – we were due to begin data collection for the first replicate in September 2019 but this was delayed by six months and data collection for Replicate 2 was originally due to end in March 2021 with final deliverables due in October 2021. A portion of the overspend amount should be offset by refunded cheques. There are currently outstanding cheques to the value of \$8,680 from Replicate 2, due to be refunded from October 2022 (through to April 2023). The PI group have agreed to fund the overspend amount (this will also be paid through sequestering funds).

Projections
Jun 10, 2022

Dollars Projected For Month: 0.00
Actual Dollars Used: 6,198.94
Variance (Projected minus Actual): -6,198.94
Reason For Variance:

Weight calculation was projected to be completed in April but has run into May and June.

Measures

	Units Complete	RR	HPI
Current Goal:	2000 (main IWs)	33.3%	NA
Goal at Completion:	4000	33.3%	NA
Current actual:	2369	64%	NA
Estimate at Complete:	2369	64%	NA
Variance:	1631	+21% (see below)	NA

Other Measures

Project Name	(AFHS-Additional work) American Family Health Study - additional work			
Project Mode	Primary: Web	Secondary: Mail	Total of Modes: 3	
Project Type	Sponsored Projects	Project Status	Current	
Budget	Direct Budget:	56,000.00	Indirect Budget:	0.00
			Total Budget:	56,000.00
Principal Investigator/Client	Brady West (SRC)			
Funding Agency	Internal UM sequestering funds			
IRB	HUM#:	HUM00167171	Period Of Approval:	
Project Team	Project Lead:	Rebecca Gatward		
	Budget Analyst:	Dean E Stevens		
	Production Manager:	Lloyd Fate Hemingway		
	Senior Project Advisor:	Grant D Benson		
	Production Manager:			
	Production Manager:			

Proposal #: no data

Description: The American Family Health Study is a methodological project which aims to evaluate the feasibility of collecting national family, fertility and reproductive health data on a nationally-representative sample using a self-administered mode that is comparable to data collected with an in-person (interviewer-administered) study. The research design for the AFHS has seven clear steps. The additional work covered by this funding is to conduct step 7 (below):

Step 1: finalize the design of the national web-based survey, using as much National Survey of Family Growth (NSFG) content as possible.

Step 2: field the national web-based sequential mixed-mode survey over a two-year period, with the goal of collecting 4,000 completed surveys from a nationally representative sample.

Step 3: conduct statistical analyses providing full-sample comparisons of estimates between our survey and the corresponding public-use data files for the NSFG from a similar time period.

Step 4: conduct statistical analyses comparing estimates within key socio-demographic subgroups of the population – gender, race, and age groups.

Step 5: examine changes in the gap in estimates (between the NSFG and our national web survey) across phases of the sequential mixed-mode design protocol.

Step 6: compare costs, response indicators, and measures of effort across socio-demographic subgroups for different data collection modes and modules of the web-based survey.

Step 7: further methodological research involving AFHS participants and non-respondents to inform the design of a larger-scale AFHS (research proposal).

*****AFHS Panel Feasibility Survey*****

The first component of this step involves AFHS respondents from the second sample replicate (n=~1370). These respondents will be invited to participate in a brief follow-up survey that aims to collect responses to a small number of additional questions (12) related to health, relationships, and finances, as well as gauge the interest of the respondent in becoming a panel member. These results will primarily be used to inform the design of a larger-scale AFHS study (research proposal); additional substantive analyses of the questions will also be conducted.

All AFHS participants from the second sample replicate (n=~1370) will be invited to participate in the panel feasibility follow-up survey. The initial invitation to participants will be by letter, which will be mailed along with a \$2 token of appreciation. We will use addresses sampled for sample replicate 2 from the GENESYS system of Marketing Systems Group (MSG) - unless we received an updated address from the participant. We will also send the invitation by email for those participants who have provided a valid email address (84%).

Non-response contact protocol:

7 days after the initial invitation is mailed, participants will be contacted again by email (if available).

14 days - we will send a further reminder by email or text message.

21 days - email sent.

28 days - paper copy of the survey along with a \$5 cash token to remaining non-responding participants.

42 days - depending on the response rate we will telephone the participant to invite them to complete the follow-up survey.

Participants will be mailed a \$10 check after completing the survey.

This additional survey has been added to the existing AFHS MSMS project as an additional task. The existing task rules have been updated to include this data collection task but the non-response contact protocol will not be driven by task rules. We will manually change the status of the mail, text, email tasks as needed for relevant cases.

Status:

- Currently testing the full process from opening the survey link to data being updated in MSMS.
- IRB amendment has been submitted and we have responded to requested changes following the first review.
- Sample address file has been provided to DataForce who will print the paper surveys, mail the initial invites, scan any returned paper surveys, deliver data to SRO and mail the final reminder letter with paper survey.

*******AFHS Non-response Follow-up*******

The second additional component is to gather information, using open-ended interviews, from AFHS non-respondents, to better understand why people did not participate in the study.

We identified the sampled addresses in AFHS Replicate 2 that: 1) did not respond to the screening invitation, 2) were located in Census Block Groups with more than 10% African-American or Hispanics, and 3) were in the top quartile of predicted probabilities of having a Spanish-speaker present. Then, based on the locations of available in-person interviewing staff from our organization, we sub-selected around 40 addresses from this list.

Initially, face-to-face attempts will be made to recruit a household member at each of these addresses to participate in a short non-response follow-up (an open-ended interview). If these face-to-face attempts are not successful, we may then make up to seven contact attempts by telephone (for addresses where a telephone number is available through database searches (for example, MSG and Experian)).

SRO Project Period
Data Col Period
Security Plan
Milestone Dates

06/2022 - 09/2022

06/2022 - 08/2022

NA

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:

Grant Benson	Senior Project Advisor
Kallan Larsen	MSMS task rules and case monitoring
Wen Chang	DMSS (inc. Dashboard)
Raphael Nishimura	DMSS (sample selection and Weights)
Rebecca Gatward	Survey Director
James Rodgers	Technical lead/MSMS lead
Lloyd Hemingway	Production Manager
Dean Stevens	Financial Analyst
Andrew Hupp	MSMS and Web survey expertise
Deborah Wilson	Help Desk
Colette Keyser	Blaise programmer (inc. Portal)
Laura Yoder and Rose Zydel	Data Managers
Kasyera Kowalczyk	Project Assistant
'A More Efficient Web-Based Approach to Collecting National Family, Fertility and Reproductive Health Data'.	

Other Project
Names:

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

MSMS; Project specific system (For non-response follow-up we will just use Excel.)
Blaise 5
Paper and Pencil
External vendor (Data Force)
N/A
Yes, R; Yes, Other (for non-response follow-up we will use a non-monetary incentive.)
SRO Group
Check, post (\$10); Other (Non-monetary incentive)
Check through other system (RPay (MSMS))

Report Period May, 2022 (AFHS-Additional work) **Project Phase** Implementing

Risk Level On Track

Monthly Update May updates
 Panel Feasibility Survey
 - SRO updating AFHS MSMS project to incorporate this survey as a main ask and then mailings, email and text as tasks.
 - Programming and testing survey (Blaise)
 - Working with DF on a schedule and providing feedback on the paper survey they formatted.
 - IRB submission (amendment) submitted
 - Respondent materials finalised.
 NonR follow-up
 - Finalise the opn-ended question script and other materials.
 -

Special Issues

Cost
Jun 14, 2022

Total Cost to Date (Direct + Indirect):	12,277.18
Estimated Cost at Completion (E\$AC):	51,974.42
Total Budget:	56,000.00
Variance (Budget minus E\$AC):	0.00
Reason For Variance:	AFHS Feasibility Pilot Estimate – Expanded SRO # 22-0037R01 (Estimated costs at \$47,000 - \$53,000 direct costs. This estimate assumes that funding would be provided from UM internal sequestering funds and includes no indirect costs)

Projections
Jun 14, 2022

Dollars Projected For Month:	2,428.71
Actual Dollars Used:	9,927.18
Variance (Projected minus Actual):	9,848.47
Reason For Variance:	First invoice received from DF (\$9,927.18 before we had a invoice schedule from them so we had projected their total cost to be invoiced in July.

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

Other Measures

Project Name	(BFY) Baby's First Years			
Project Mode	Primary: Face to Face Total of Modes: 1			
Project Type	Sponsored Projects		Project Status	Current
Budget	Direct Budget:	5,806,681.00	Indirect Budget:	1,994,180.73 Total Budget: 7,800,861.73
Principal Investigator/Client	Dr. Greg Duncan (University of California - Irvine) Dr. Kimberly Noble (Teachers College Columbia University) Dr. Katherine Magnuson (University of Wisconsin)			
Funding Agency	National Institute of Child Health and Human Development (NICHD)			
IRB	HUM#:	HUM00137963	Period Of Approval:	
Project Team	Project Lead:	Piotr Dworak		
	Budget Analyst:	Janelle P Cramer		
	Production Manager:	Veronica Connors-Burge		
	Senior Project Advisor:	Stephanie A Chardoul		
	Production Manager:	Margaret Lavanger		
	Production Manager:	Michelle Smith		

Proposal #: no data

Description: University of Michigan Survey Research Center (U-M SRC) is contracted to recruit and interview participants for Baby's First Years -- a longitudinal randomized control trial study.

The study's full name, listed on sub-contract documents, is Household Income and Child Development in Early Years. The study will draw on a convenience sample of mothers and their newborns in four US metropolitan areas: New York City; Omaha/Lincoln; New Orleans; and Minneapolis. One or two hospitals, listed in this application, will be used as recruiting sites in each area. The study uses a randomized control trial design in which low-income mothers and newborns will be randomly assigned to a treatment group that receives an unconditional income enhancement -- cash payments of \$333 per month—an amount roughly comparable to a variety of income assistance policies in the U.S. and shown to be associated with meaningful improvements for poor children in prior studies—or to a control condition that receives \$20 per month. In both groups, the payments will be made for the first 40 months of the child's life. To understand the impacts of added income on children's development, researchers will assess treatment/control group differences at ages 1, 2 and 3 on measures of cognitive, language, memory, self-regulation and socio-emotional development. Recruitment is scheduled to start in April of 2018, and each follow-up interview will be conducted 12 months later -- close in time to the child's 1st, 2nd, and 3rd birthday. The feasibility of the approach has been established in a one-year pilot conducted in 2014 at the New York Presbyterian Hospital/Columbia University Medical Center.

The Principal Investigators are Dr. Greg Duncan from University of California Irvine (UCI), Dr. Kimberly Noble from Teacher's College Columbia University (TCCU), and Katherine Magnuson from University of Wisconsin-Madison (UWM). UCI (Dr. Duncan) and TCCU (Dr. Noble) are the institutions and signatories funding the U-M SRC subcontract from various sources including the National Institute for Child Health and Human Development (NICHD) and private foundations listed in this application. The study research team also includes co-investigators Lisa Gennetian (New York University), and Hiro Yoshikawa (New York University).

SRO will be responsible for four interactions with the selected mothers/infants:

- Baseline will occur immediately (within 24-48 hours) after birth, in the hospital;
- Wave 1 will be a telephone interview with the mother when the child is 12 months old;
- Wave 2 will be an in-person interview in the family's home that includes survey, developmental assessment, biomarker collection, and video recorded behavioral interaction when the child is 24 months old;
- Wave 3 will be an in-person survey done while the mother and child are visiting a lab for other clinical tests when the child is 36 months old.

Each data collection phase/wave will be a full 12 months, with Baseline starting in April 2018:

Recruitment/Baseline: 04/01/2018 - 03/31/2019
Wave 1: 04/01/2019 - 03/31/2020
Wave 2: 04/01/2020 - 03/31/2021
Wave 3: 04/01/2021 - 03/31/2022

SRO Project Period 10/2017 - 12/2020
Data Col Period 04/2018 - 12/2020
Security Plan NA

Milestone Dates**PreProduction Start:** 10/01/2017**Pretest End:****Staffing Completed:** 02/07/2018**SS Train Start:** 03/20/2018**DC Start:** 05/07/2018**Pretest Start:****Recruitment Start:** 01/01/2018**GIT Start:** 03/19/2018**SS Train End:** 03/22/2018**DC End:** 06/30/2022**Other Project****Team Members:**

Stephanie Chardoul (SPA)
 Piotr Dworak (Lead)
 Tony Romanowski (PM)
 Daric Thorne (PM/SSA)
 Barb Homburg (PM)
 Peggy Lavanger (PM)
 Jim McClure (DCS)
 Jeff Smith (tech lead)
 Jim Rodgers (MSMS consultant)
 Andrew Hupp (MSMS consultant)
 Pam Swanson (MSMS programmer)
 Kyle Kwaiser (Data Manager)
 Dave Dybicki (Blaise)
 Colette Keyser (Blaise)
 Tricia Blanchard (MSMS)
 Kyle Goodman (Help Desk)
 HHICD Household Income and Childhood Development

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

MSMS
 Blaise 5
 Laptop; [UM cell] Phone
 N/A
 Other (to be specified)
 Yes, R
 SRO Group
 Cash, prepaid (50)
 Check through other system (MSMS); Interviewer payment of cash (reimbursed/reconciled via Tenrox) (MSMS)

Report Period

May, 2022 (BFY)

Project Phase

Implementing

Risk Level

On Track

Monthly Update

Project updates:

BFY Age 3 data collection continues is set to end on June 30 leaving us 4 weeks to wrap up the goal. The proposal goal of 860 iws has already been exceeded but, based on exceeding the Age1, Age2 goals we have a goal of reaching 90% for all sites and RCT treatment groups. NY is the closest to meeting the goal with 89% RR in the toughest / control group while MN (84%), NE (83%), and (83%) still need work to catch up.

Prior to Memorial Day we've sent emails announcing wave ending and are receiving considerable response as Rs call iwers to schedule appointments. We were also authorized to offer increased end-game incentives + \$50 for \$150 and \$200 in the last few weeks of production. NOLA is deemed to be the hardest site where Rs are still feeling the effects of the hurricanes and economic uncertainty. We have two locating trips planned the first one already yielding considerable boost in the interviews (one trip is concluding in early June and one is starting right after). We are also considering sending some help to NE to shore up NE completes.

The Age 3-4 follow up effort is entering a new stage - interviewers have been trained on conducting the Age3+10-month check-in visit and the Age3+10 month calls are starting June 6. Shortly after we will start delivering data to the local lab research teams. Lab teams will start inviting Rs for a lab visit around 6/20.

Data collection results by week 49:

	Goal	Actual
OV	869	868
NE	253	247

NY 253 267
 MN 106 101
 LA 257 253

Staffing: Beginning July, we will start consolidating staff to leave iwers and TLs who will continue updating Rs contact information through June 2023.

Age 3 Staffing:

13 iwers in total

NE: 1 + 1 NH (Trained 9/15)

MN: 2

NY: 5 OS

NOLA: 2 (1 resignation)

Locators: 2"

Technical system:

All tech updates for Age3+10-month check in have been completed and the 10-month hand-off protocol has been finalized by the Data Ops.

Finances:

The funding received to zero-out cost overrun has been implemented and we are now projecting underrun. More precise view of the cost of the new Age 4 follow-up scope will come into focus in August after staffing changes and workload confirmation.

Special Issues

Cost
May 10, 2022

Total Cost to Date (Direct + Indirect): 6,485,696.22

Estimated Cost at Completion (E\$AC): 7,803,920.52

Total Budget: 7,800,861.73

Variance (Budget minus E\$AC): 33,941.21

Reason For Variance: Total budget is \$7,837,861.73 and the Variance is calculated of that amount resulting in \$30K underrun in April 2022 (as of May cost report).

Projections
May 10, 2022

Dollars Projected For Month: 131,060.94

Actual Dollars Used: 111,645.87

Variance (Projected minus Actual): 19,415.07

Reason For Variance: We continue to have lower project management and interviewing hours (in particular we continue underspending travel). Also lower TSG, most of the BFY tech development for Age 3 and Age 4 has been completed.

Measures

	Units Complete	RR	HPI
Current Goal:	869	87%	7.0
Goal at Completion:	907	91%	7.0
Current actual:	868	87%	5.7
Estimate at Complete:	907	91%	6.0
Variance:			

Other Measures

Project Name	(CARE SALTOS MTEC) Concussion Assessment, Research and Education (CARE) Consortium 2022					
Project Mode	Primary: Telephone	Secondary: Web	Total of Modes: 2			
Project Type	Sponsored Projects		Project Status	Current		
Budget	Direct Budget:	3,718,978.00	Indirect Budget:	966,936.00		
			Total Budget:	4,685,914.00		
Principal Investigator/Client	Dr. Steven Broglio (U of M Kinesiology) Dr. Michael McCrea (Medical College of Wisconsin) Dr. Thomas McAllister (Indiana University School of Medicine)					
Funding Agency						
IRB	HUM#:	00202691	Period Of Approval:	7/23/2021 - open		
Project Team	Project Lead:	Donnalee Ann Grey-Farquharson				
	Budget Analyst:	Mary Johnson				
	Production Manager:	Sharon K Parker				
	Senior Project Advisor:	Barbara Lohr Ward				
	Production Manager:	Hongyu Johnson				
	Production Manager:	Keith Liebetreu				
Proposal #:	no data					
Description:	<p>SRO will provide consultation, respondent locating activities and data collection for respondents in the longitudinal Concussion Assessment, Research and Education (CARE) study, with the goal of securing participation from 7,500 unique past-CARE study participants. Participants will complete the same set of study assessments at two time points over the five-year project period. The project follows collegiate athletes post-graduation to assess health and well-being outcomes and a number of physical and psychological measures to enable researchers to study the intermediate and cumulative effects of concussion and repetitive head impact exposure. Specifically, SRO decentralized field interviewers will locate and contact respondents by phone to prompt them to access the online data collection questionnaire. SRO will conduct telephone interviews with participants who fail to respond to invitations to complete follow-up interviews on the web.</p> <p>This budget assumes an overall SRO involvement period of approximately 44 months over two waves. Wave 1 SRO involvement will begin in December 2021 with data collection taking place over approximately 12 months, beginning approximately May 2022. Wave 2 SRO involvement will begin in November 2023 with data collection taking place over approximately 12 months starting in May 2024.</p> <p>Currently, the total cost for the overall scope of work (based on the currently committed funding from all sources) is estimated at \$4,685,914. This includes \$3,718,978 direct and \$966,936 indirect costs, using the NCAA's published indirect cost rate of 26% (which is being used for all funders). As additional sources of funding are identified and those resources committed to SRO survey data collection activities, or inversely if a funder withdraws or reduces their level of funding to the project, the scope of work (e.g., the number of interviews to be collected) will increase or decrease respectively.</p> <p>The estimate of funding contributed by the Department of Defense through the MTEC RFP is \$2,277,689. This includes \$1,807,689 direct costs and \$470,000 indirect costs budgeted at the 26% indirect cost rate. The proposed period of support is September 1, 2021 through August 31, 2025.</p>					
SRO Project Period	10/2021 - 08/2026					
Data Col Period	03/2022 - 02/2026					
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:	Donnalee Grey-Farquharson, Sharon Parker, Hongyu Johnson, Keith Liebetreu, James Koopman, Minako Edgar, David Akuaku, Parina Kamdar					

Other Project Names:	CARE CSI, CARE SALTOS
Sample Mgmt Sys	Other (non-SRO)
Data Col Tool	Other (non-SRO)
Hardware	Laptop; [UM cell] Phone
DE Software	N/A
QC Recording Tool	N/A
Incentive	Yes, R
Administration	UM Group (Kinesiology)
Payment Type	Check, post (\$75.00)
Payment Method	Check through other system (UM)

Report Period	May, 2022 (CARE SALTOS MTEC)	Project Phase	Implementing
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Risk Level	On Track
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Monthly Update	<p>System</p> <p>There was a townhall meeting between the PIs, Sample Management System vendor (QuesGen, QG) and the SRO management team to discuss the technical issues described here:</p> <p>Production for CARE is progressing slowly. There is a major setback with a registration process for respondents that the systems vendor put in place. Respondents are required to register by inputting what is sometimes outdated forgotten data and afterwards, they then login. In addition to the double barrier in place the many system bugs encountered in this process is an additional cause for concern. There are other system issues but currently this one has the potential for the most harm to the project. The PIs have been made aware, even before implementation, that methodologically this is a was/is not a good idea.</p>
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Production and Hiring

Interviewers are still acting as the tech support for respondents. Training for the new CARE interviewers, all on-staffers, will be on July 19 - 22, and July 25 - 26.

Production Status: as of 05/31/2022

DMSS

Data is now being delivered to SRO daily but we are finding many errors. SRO is working to resolve with the vendors. SRO also received data dictionary but not sure how current it is, we are checking on that. The SRO dashboard is up and running.

Special Issues

Cost		
May 31, 2022	<p>Total Cost to Date (Direct + Indirect):</p> <p>Estimated Cost at Completion (E\$AC):</p> <p>Total Budget:</p> <p>Variance (Budget minus E\$AC):</p> <p>Reason For Variance:</p>	<p>198,889.66</p> <p>4,748,655.63</p> <p>4,685,914.00</p> <p>-62,741.63</p> <p>Budget was recently uploaded into CRS, and the values reflected are a first version of projections for the 5-year funding period. The projections will be refined.</p>

Projections		
May 31, 2022	<p>Dollars Projected For Month:</p> <p>Actual Dollars Used:</p> <p>Variance (Projected minus Actual):</p> <p>Reason For Variance:</p>	<p>91,197.99</p> <p>100,451.46</p> <p>-9,253.47</p> <p>Budget was recently uploaded into CRS, and the values reflected are a first version of projections for the 5-year funding period. The projections will be refined.</p>

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

Other Measures

Project Name (CDS-21) PSID Child Development Supplement 2021

Project Mode Primary: Telephone Total of Modes: 1

Project Type Sponsored Projects **Project Status** Current

Budget ***Direct Budget:*** 1,466,821.00 ***Indirect Budget:*** 821,419.00 ***Total Budget:*** 2,288,240.00

Principal Investigator/Client Narayan Sastry
Paula Fomby

Funding Agency

IRB ***HUM#:*** HUM00166316 ***Period Of Approval:***

Project Team ***Project Lead:*** Sarah Crane
Budget Analyst: Megan Gomez-Mesquita
Production Manager: Barbara Aghababian-Homburg
Senior Project Advisor: Stephanie A Chardoul
Production Manager: Maryam N Buageila
Production Manager: Kasyera Kowalczyk

Proposal #: no data

Description: A 2021 wave of the Childhood Development Supplement (CDS) is planned for November 2021 – June 2022. CDS 2021 sample is comprised of family units (FUs) with CDS eligible children that completed CDS19 and PSID21. Approximately 2,400 families will be included, with some Core families containing several CDS children. As part of the CDS, families are asked to complete multiple interviews (i.e., coverscreen, PCG interview, Child interview-including an IVR component). Interviews will be completed in English and Spanish. We anticipate multiple releases of sample, based on PSID21 completion. CDS21 sample also includes ~1000 families that are included in TAS21 data collection.

SRO Project Period 05/2021 - 11/2022

Data Col Period 11/2021 - 06/2022

Security Plan NA

Milestone Dates

<i>PreProduction Start:</i> 06/01/2021	<i>Pretest Start:</i>
<i>Pretest End:</i>	<i>Recruitment Start:</i> 07/12/2021
<i>Staffing Completed:</i> 09/08/2021	<i>GIT Start:</i>
<i>SS Train Start:</i> 10/28/2021	<i>SS Train End:</i> 11/04/2021
<i>DC Start:</i> 11/08/2021	<i>DC End:</i> 06/18/2022

Other Project Rachel Orlowski Project Consultant

Team Members: Peggy Lavanger Production Management QC Support
Kallan Larsen Training Coordinator
Kasyera Kowalczyk Project Management Support

Other Project

Names:

Sample Mgmt Sys SurveyTrak

Data Col Tool Blaise 4.8

Hardware Laptop; [UM cell] Phone

DE Software NA

QC Recording Tool DRI-CARI

Incentive Yes, R

Administration NA

Payment Type Other (electronic payment)

Payment Method Check through STRak RPay System

Report Period May, 2022 (CDS-21) **Project Phase** Implementing

Risk Level On Track

Monthly Update In May, the project finalized intervention plans for the remaining 6 weeks of data collection, including a final amendment submission to the IRB for updated materials. FTF NRFU work expanded to non-final PCG lines within a 90 mile radius of FTF-eligible CDS interviewers. An end game incentive was launched for all non-final PCG lines, and later for Adolescent lines as well. The PI team approved an updated implementation plan for a PCG

'cooperation incentive', whereby the PCG receives a small token for encouraging their adolescent's participation in the study.

Special Issues

Cost

Jun 10, 2022

Total Cost to Date (Direct + Indirect): 1,757,672.86
Estimated Cost at Completion (E\$AC): 2,111,020.38
Total Budget: 2,288,240.00
Variance (Budget minus E\$AC): 177,219.62
Reason For Variance:

Last month, we were projecting a direct cost underrun of \$76K, which has now increased to \$114K. A portion of this \$38K cost decrease is reducing the interviewer bonus projection from the budgeted amount to match our current plan, for a savings of \$9K.

Projections

Jun 10, 2022

Dollars Projected For Month: 211,932.39
Actual Dollars Used: 181,742.05
Variance (Projected minus Actual): 30,190.34
Reason For Variance:

Lower interviewer and management hours in May also reduced costs by ~\$17K, with the remainder of the variance due to smaller underruns and projection changes.

Measures

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

Other Measures

Component	goal units completed	current actual
Coverscreen	1886	1690
PCG Blaise interview	1697	1553
Child Blaise interview 966		727
IVR	710	610
Component	RR	
Coverscreen	90%	80%
PCG Blaise interview	90%	92%
Child Blaise interview 85%		62%*
IVR	90%	84%

*RR of Child lw where PCG provided consent = 82%

Project Name	(ECHO (Year 6)) Environmental Influences on Child Health Outcomes				
Project Mode	Primary: Face to Face		Secondary: Telephone	Total of Modes: 3	
Project Type	Sponsored Projects			Project Status	Current
Budget	Direct Budget:	273,933.00	Indirect Budget:	153,403.00	Total Budget: 427,336.00
Principal Investigator/Client	Nigel Paneth (Michigan State University) Michael Elliott (University of Michigan) Jean Kerver (Michigan State University)				
Funding Agency	NIH				
IRB	HUM#:	HUM00139050	Period Of Approval:	10/2/2021-8/13/2022	
Project Team	Project Lead:	Terri Ann Ridenour			
	Budget Analyst:	Parina Kamdar			
	Production Manager:				
	Senior Project Advisor:	Evanthia Leissou			
	Production Manager:	Ian Ogden			
	Production Manager:	Sharon K Parker			
Proposal #:	no data				
Description:	<p>The goal of ECHO is to understand pressing childhood health concerns such as autism spectrum disorders, low birth weight and childhood obesity. The project will collect survey data and a series of bio-specimens in order to assess the effects of persistent organic pollutants and heavy metals, maternal nutritional or weight status in pregnancy, and pregnancy infection and inflammation on the health of children.</p> <p>The study includes two sample cohorts: a cohort from previous, ongoing data collection efforts as well as new sample. This existing sample cohort includes mothers and children recruited in 2011 or later for the Archive for Research in Child Health (ARCH) study in the Lansing area. The newly recruited sample cohort, MARCH (Michigan Archive for Research in Child Health), will consist of 1,100 pregnant women: 1) a statewide probability sample of 1,000 women from 20 prenatal clinics affiliated with 10 hospitals located in Ann Arbor, Dearborn, Detroit, Grand Rapids, Novi, Saginaw, Port Huron and Traverse City, and 2) 100 women from one clinic in Flint.</p> <p>SRO's work scope is divided into two phases. During Phase 1, SRO provided assistance with prenatal questionnaire development and designed technical systems for MARCH cohort recruitment conducted by Michigan State University-employed (and other hospital-employed) interviewers and affiliated project staff. During Phase 2, SRO developed systems and is conducting data collection for MARCH sample 3-month. The MARCH age 4-5 follow up interviews and home visits are also in SRO's work scope. All other follow up protocols with the MARCH sample will be administered via REDCap by the MSU team (e.g. at 9-month, age 2 and age 3).</p> <p>For the MARCH sample, expectant mothers are recruited during their initial prenatal visit to a healthcare provider. During a follow up phone call, respondents are asked to complete an interview about nutrition, levels of physical activity, use of healthcare services, physical and mental health, prescription medications and other substance use. In addition, women are asked to give blood samples in the first and second trimesters and urine samples in all three trimesters.</p> <p>The sample recruitment and administration of prenatal interviews is conducted by MSU-employed (and other hospital-employed) interviewers using SRO's technical systems and laptops. SRO programmed all questionnaires administered during recruitment, the sample management system(s), and the system to keep track of the collection and storage of blood and urine samples. When babies are born, the research team obtains hospital birth records for the mother and child and a placenta sample. The first MARCH babies were born in early 2018.</p> <p>SRO's data collection activities start after the MARCH babies are born. The first interview with the mother is done when the baby is 3-6 months old. Mothers are interviewed again by MSU when the children are 9-12 months old, and yearly after that until the child is 4 years old. When the children are 3 months old, mothers are asked to provide a child fecal sample and toenail clippings, and at age 4 they will provide shed teeth. Children from the MARCH cohort will be assessed using standardized developmental assessments at 4-5 years old. The assessments will be done during in-home visits.</p>				
SRO Project Period	01/2017 - 08/2023				
Data Col Period	05/2018 - 03/2023				
Security Plan	NA				

Milestone Dates**PreProduction Start:****Pretest End:****Staffing Completed:****SS Train Start:****DC Start:****Pretest Start:****Recruitment Start:****GIT Start:****SS Train End:****DC End:****Other Project****Team Members:**

Ian Ogden: Project Manager
 Kasyera Kowalczyk: Project Manager
 Parina Kamdar: Financial Analyst
 Gregg Peterson: Senior Technical Advisor
 Jeff Smith: Technical Lead
 Mark Simonson: Data Manager (Phase 1)
 Brad Goodwin: Data Manager (Phase 2)
 Jennie Williams: Data Manager (Phase 3)
 Jeff Smith: SurveyTrak Systems Programmer
 Ashwin Dey: Systems Programmer
 Hueichun Peng: CAI Programmer-Illume
 Peter Sparks: CAI Programmer-Blaise
 Shaowei Sun: Biospecimen Logging Application Programmer
 Deb Wilson: Help Desk

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

SurveyTrak; Illume; Project specific system (REDCap)
 Blaise 4.8; Illume
 Laptop; Tablet; [UM cell] Phone; Paper and Pencil
 Illume; Other (Biospecimen Logging Application)
 Camtasia
 Yes, R
 SRO Group
 Check, post (\$20 (3-Month IW), \$20 (Biospecimen)); Cash, prepaid
 Check through STrak RPay System

Report Period

May, 2022 (ECHO (Year 6))

Project Phase

Implementing

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

[Phase 1: Recruitment and Prenatal Surveys]

Recruitment and follow-up continues in 7 prenatal clinics.

--Ann Arbor (St. Joe)
 --Novi (St. John)
 --Dearborn (Beaumont)
 --Detroit (DMC)
 --Saginaw (Covenant)
 --Grand Rapids (Spectrum-Butterworth)
 --Port Huron (McLaren)

Production Stats

To date, 1,536 women have been recruited in clinics across the state of Michigan. As of today, 1,000 were still eligible and active study participants at the end of Phase 1 (prenatal period through child birth). This is a major recruitment milestone. The MARCH recruitment target is 1,100 mothers / live births, so there are less than 100 more participants needed to complete the sample. The main priority over the next few months is to complete recruitment of this representative MARCH sample so Mike Elliott can begin weighting process.

Prenatal Survey 1: 872

Prenatal Survey 2: 653

[Phase 2: 3-Month Data Collection Summary]

Babies born: 868
 3-month sample released: 841
 3-month interviews completed: 601
 Average attempts / lw: 7.8
 lw length: 46 min.
 Response Rate: 73%
 3-month biospecimen collected: 346

[Phase 3: Age 4 REDCap Survey]

Age-4 sample released: 32
 REDCap surveys completed: 17
 Response Rate: 53%

[Phase 3: Age 4 In-Person Visit Protocols]

Age-4 sample released: 14
 In-person visits completed: 2
 In-person visits scheduled: 1

Data collection for the in-person visits include physical measures, biospecimen and cognitive assessment components outlined below:

--ECHO National re-consent
 --NIH Toolbox Cognition Battery (Child)
 --NIH Toolbox Cognition Battery (Parent)
 --Height (Child)
 --Height (Parent)
 --Waist Circumference (Child)
 --Waist Circumference (Parent)
 --Skinfold Thickness - Tricep (Child)
 --Skinfold Thickness - Triceps (Parent)
 --Skinfold Thickness Subscapular (Child)
 --Skinfold Thickness - Subscapular (Parent)
 --Blood Pressure
 --Heart Rate (Child)
 --Blood Pressure
 --Heart Rate (Parent)
 --Weight (TANITA Scale; Child)
 --Weight (TANITA Scale; Parent)
 --Bioimpedance (TANITA Scale; Child)
 --Bioimpedance (TANITA Scale; Parent)
 --Saliva (Child)
 --Saliva (Parent)
 --ECHO Eating Habits Questionnaire
 --Urine (Child)
 --Urine (Parent)
 --Hair (Child)
 --Toenails (Child)
 --Teeth (Child)
 --Conners Kiddie Performance Test (Child)
 --SurveyTrak logging

Special Issues

We worked with the proposal group on the Y7 project budget. After the initial SRO budget estimates were submitted, the client summed all the Year 7 budgets and estimated an overage of more than \$300,000. As a result, MSU asked that SRO decrease its budget by a total of \$100,000 (which includes both indirect and direct costs) and edit the SOW for the year 4 in-person visits to reflect this change. When year 6 carry-forward becomes available to the MSU team in the winter of 2023, they will work out if any additional funds can be used by SRO to complete additional Age 4 in-person visits.

After working on the proposal budget cuts, the proposal team began the formal process required by U-M. SRO submitted the final Y7 budget materials to the client on 6/10/22. (Please see proposal number 20-0054C02.)

SRO will continue to maintain three distinct (Phase 1-3) technical systems and all study protocols in this final budget Y7 of the study. No word yet on whether an ECHO 2 study will be awarded after this final year of the original study.

Cost
Jun 07, 2022

Total Cost to Date (Direct + Indirect): 328,666.37
Estimated Cost at Completion (E\$AC): 456,610.10
Total Budget: 427,336.00
Variance (Budget minus E\$AC): -29,274.10
Reason For Variance:

We believe the overall Year 6 ECHO budget is sufficient to support SRO's overall scope of work (Phase 1: Recruitment + Prenatal Interviews; Phase 2: 3-month Interview; and Phase 3: Age 4 protocols).

We'll continue to monitor as we administer additional Age 4 in-person visits. These new protocols are a significant part of the Y6 budget. We're using the current Age 4 rolling participant sample projections and the ECHO Y6 proposal budget assumptions for response rate and HPI estimates. We will update projections over time as we have actual costs and data to compare with. As of today, the average HPI for the first two in-person visits is 22. We expect efficiencies over time, but assume the HPI will be greater than what was originally projected last June (11 HPI) when the full set of requirements and expectations were less understood.

Projections
Jun 07, 2022

Dollars Projected For Month: 46,726.47
Actual Dollars Used: 55,355.68
Variance (Projected minus Actual): 8,629.21
Reason For Variance:

Overall data management hours (Andrew, Brad, Jennie, Mark and Valyn) were more than projected.

Our annual Illume RDC license (\$5K) hit this month, but was projected in June.

There are some erroneous tablet purchase charges on our project that were intended for another. Working to resolve.

We'll start to incur main data collection expenses, primarily interviewer hours and incentives, as we implement more Age 4 in-person visits across the state of Michigan. We'll continue to update projections to reflect actual costs as we launch these brand new in-person protocols.

Measures

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

Other Measures

Project Name	(EDC Midline) Every Dollar Counts Program Evaluation Midline Surveys				
Project Mode	Primary: Telephone		Secondary: Face to Face		Total of Modes: 2
Project Type	Sponsored Projects			Project Status	Current
Budget	Direct Budget:	1,513,016.00	Indirect Budget:	611,135.00	Total Budget: 2,124,151.00
Principal Investigator/Client	Elizabeth Rhodes (OpenResearch Lab) Stephanie Chardoul (Survey Research Operations) Sarah Miller (University of Michigan)				
Funding Agency					
IRB	HUM#:	HUM00145626/CR	Period Of Approval:	1/25/2021-1/18/2022	
Project Team	Project Lead:	Barbara Lohr Ward			
	Budget Analyst:	Megan Gomez-Mesquita			
	Production Manager:	Barbara Aghababian-Homburg			
	Senior Project Advisor:	Nicole G Kirgis			
	Production Manager:	Donnalee Ann Grey-Farquharson			
	Production Manager:	Melissa Luker			
Proposal #:	no data				
Description:	The overall project is funded by a consortium (currently consisting of both OpenResearch Lab (Open) and NIH.				

OpenResearch Lab (Open) (formerly Y Combinator Research) and the principal investigators are conducting an evaluation of Every Dollar Counts, a cash assistance gift program being administered by two non-profit organizations: CitySquare, based in Dallas, Texas, and Heartland Alliance, located in Chicago, Illinois (the Community Partners).

The purpose of this study is to explore how the program affects multiple dimensions of recipients' lives. Key outcomes of interest include health, subjective and material well-being, time use, financial health, labor market participation, social and civic engagement, and effects on children. SRO concluded the Baseline interviews in 2020. The EDC Midline will reach out to all Baseline respondents by either telephone or face-to-face over a five-month period in 2022 to request their participation in the Midline interview. This budget assumes an SRO involvement period of 14 months commencing September 2021, with the data collection taking place during a 5-month period, starting March 2022.

SRO assumes approximately 89% of the 3,000 Baseline respondents are located and willing to be interviewed again. SRO cannot guarantee a response rate; however, this is our best estimate of the outcome based on effort. SRO will monitor effort, track project progress, and continually evaluate how the project progress aligns with our budget assumptions. Informed by our experience with panel studies, we feel that an 89% overall response rate is a reasonable expectation given the current design, the resources allocated in the current budget, and the design of the EDC Program (which has allowed for multiple, between-wave contacts and updated contact information for most of the sample).

The SRO budget includes effort to complete face-to-face interviews with approximately 120 (out of 150) "hard to reach" cases identified by Open. The budget assumes approximately 120 of those cases are interviewed in person and are given a \$100 a case token of appreciation for participation in the interview (to be conservative we have included funds for 150 tokens of appreciation). Approximately 1,950 interviewer hours are allocated for these activities (based on an estimated HPI of 10.0 for the interviews and 5.0 for the initial contact attempt/locating). Mileage costs for fieldwork are budgeted at 270 trips that average 52 miles per trip.

All remaining cases will be interviewed by telephone (approximately 2,550 interviews). Telephone interviews will be administered from the SSL and by decentralized field staff. With each respondent, SRO will:

- Confirm continued consent to participate (no actual consent forms will be reviewed with respondents, and no signatures are required at the midline measurement)
- Request contact information for friends and family to help locate the respondent in the future if we cannot reach them
- Administer the questionnaire (approximately 80 minutes in length)

Approximately 14,635 interviewer hours are allocated for these activities (based on estimated HPIs of 5.5 and 6.0 for telephone interviews completed by the SSL and by decentralized field interviewers, respectively).

Post Collection Processing:

- SRO will conduct standard data cleaning and produce a preliminary and final dataset with documentation.

Standard data cleaning does not include customization (such as derived variable or index creation, dataset merging, sample weighting, recoding, or coding of other-specify responses). We will ensure that all components of a case are present with a reference variable (SID, OID) present to allow for merging and data analysis. Our main documentation is conveyed through data dictionaries and questionnaire codebook.

- We have not budgeted for coding any open-ended responses.

Deliverables:

- SRO will provide daily, automated delivery of questionnaire data and sample management system data for cases with a final disposition and sample management system data for all cases that have been released to interviewers.
- Sample management data that will be delivered daily to Open will include the following case-level variables:
 - o Contact attempts ☐ number by type (SMS, phone, email, in-person)
 - ☐ date/time of last attempt
 - o Appointments ☐ date/time of scheduled appointments
 - ☐ dummy variables for the occurrence of broken / missed appointments
 - ☐ how appointment was made (self-scheduler/by interviewer)
 - o Current incentive assigned to the sample line
 - o SRO will work with Open during pre-production to finalize variables and format.
- We will work with Open between completion of active data collection and end of the funding period for Midline to reconcile any outstanding discrepancies in the data.
- SRO will also deliver:
 - o Daily data collection progress reports
 - o A final summary of field methods at the end of data collection
 - o A full survey dataset with all participant contact information at the close of data collection.

SRO Project Period
Data Col Period
Security Plan
Milestone Dates

09/2021 - 10/2022
 03/2022 - 07/2022
 NA

PreProduction Start:

Pretest End:

Staffing Completed: 03/04/2022

SS Train Start: 02/28/2022

DC Start: 04/04/2022

Pretest Start:

Recruitment Start: 01/01/2022

GIT Start: 02/26/2022

SS Train End: 03/31/2022

DC End: 08/14/2022

Other Project
Team Members:

Kirsten Alscer (SPA), Barbara Ward (Project Lead), Donnalee Grey-Farquharson (Project Manager) Marsha Skoman (Tech Lead), Jeff Smith (Tech Lead backup), Peter Sparks (Blaise Programmer), Ashwin Dey (Webtrak Programmer), Stephanie Windisch (Data Manager), Barb Homburg (Production manager, Field), William Keating (Production manager, SSL), Megan Gomez-Mesquita (Financial Analyst)
 EDC

Other Project
Names:

Sample Mgmt Sys

Data Col Tool

Hardware

DE Software

QC Recording Tool

Incentive

Administration

Payment Type

Payment Method

SurveyTrak

Blaise 4.8

Laptop; [UM cell] Phone

N/A

Camtasia

Yes, R

SRO Group; Other (PI Payment)

Cash, prepaid (\$50 Goodwill Token); Cash, post (\$50); Other (\$50 - Kept Appt)

Interviewer payment of cash (reimbursed/reconciled via Tenrox); Other (Electronic payment by PIs)

Report Period

May, 2022 (EDC Midline)

Project Phase

Implementing

Risk Level

On Track

Monthly Update

During May 2022, SRC activities on the EDC Midline project included the following:

Task 1: Management, Budget and Work Plan

- Participated in weekly project meetings with ORL to discuss scope, cost projections and schedule
- Reviewed monthly project expenses. Updated labor and non-labor projections.
- Reviewed interview recordings to check for proper administration
- Conducted instrument testing
- Updated documentation on systems changes, sample releases
- Conducted the last day of virtual training for on-staffers (4/28 through May 2)

- o Certified interviewers on questionnaire administration
- o Reviewed in-person interviewing
- Monitored respondent payments. Documented payment issues and transmitted to research team.

Task 2: Sampling

- No activity this month

Task 3: Questionnaire Development

- Updated specification for minor English version question updates.
- Conducted testing
- Reviewed/corrected Spanish translations, provided updates to the project management team.
- Finalized preparation of Spanish specification for programmers
- o Incorporated changes from SRO team reviewing question translations
- o Compared to English questionnaire; harmonized the Spanish version to the English version
- Updated English questionnaire specification as needed for minor changes; provided specification updates to the programmers.

Task 4: CAI Programming

- Programmed minor questionnaire change (question D35).
- Continued programming/testing of Spanish questionnaire.

Task 5: Systems Programming

- Sample Management Systems
- o Released updated including addition of capture of suspend variable, new broken appt variable (appointment reminder sent), minor bug fixes, ability to document manual payment adjustments.
- o Made adjustments/modifications to Webtrak (SRO's production management system) as necessary.
- o Prepared production preload SurveyTrak and the Self-Scheduler (releases 3, 4, 5, 6, 7, 8, 9, 10). Began preparation for releases 11, 12.
- o Prepared preload for Spanish training (training and certification).
- o Provided Help Desk support to field and SSL interviewers - triaged and fixed field data collection issues as necessary.
- Self-Scheduler
- o Loaded production data for releases 3 through 10. Began preparation for releases 11 and 12.
- o Loaded preload for Spanish training and certification sample lines.
- o Adjusted time slots in self-scheduler as needed.
- o Designed and programmed new administrative reports for self-scheduler
- Daily Deliverables
- o Prepared and delivered daily production data from SurveyTrak, Self-scheduler, and Blaise

Tasks 6, 7: Interviewer Recruitment & Hiring, Training

- See Management Task for additional Training preparation tasks.
- Prepared training agenda and presentation slides for the virtual Spanish training.
- Scheduled and planned the Spanish version training. Prepared and shipped materials for interviewers.
- Interviewer training
- o Conducted final day of virtual interviewer training for 9 field interviewers

Task 8: Main Data Collection

- Monitored and responded to incoming email, assisted SSL team with entry of appointments from self-scheduler.
- Reviewed recordings from completed interviews.
- Prepared and distributed laptops and cell-phones for new field interviewers.
- Conducted data collection –
- o 1727 Completed telephone interviews through 5/31/2022
- o 4 other finalized cases
- Quality Control
- o Conducted quality assurance reviews of completed interviews.
- o Conducted verification of completed interviews.

Task 9: Post Collection Processing

- No activity this month

Task 10: Weighting

- No activity this month

Task 11: Final Data Deliverables

- No activity this month

Special Issues**Areas Requiring Attention:****New Updates:**

- We are projecting a substantial underrun (\$312,000 direct cost) for the project due to the efficiency of the self-scheduler and unexpectedly high use of the self-scheduler by respondents. HPI is running at under 3 hours per interview - 1/2 of what was originally budgeted.
 - The project hired and trained a lower number of interviewers than anticipated, and the trainings were shorter than had been budgeted. This will result in lower than anticipated hosting and training travel costs.
 - Hours per interview are exceptionally low due to heavy use of the self-scheduler.
 - Hours per interview (HPI) are lower than budgeted due to exceptionally heavy use of the self-scheduler.
 - o The planned recruitment and June training for Survey Services Lab interviewers has been cancelled. The low HPI and continued heavy use of the self-scheduler by respondents will allow the study to finish without the need to recruit additional SSL interviewers
- Special COVID-19 mitigation procedures in the Survey Services Lab were cancelled in April. SSL interviewers turned in cell phones and laptops. Only SSL team leaders retain laptops and cell phones, with one additional cell phone held at the SSL front desk. This will result in lower costs for these items. Projections are being updated.

Past/Ongoing:

- Interviewer recruitment – a number of newly-recruited and on-staff interviewers unexpectedly withdrew from the project during the week of March 7. In discussion with ORL, the following mitigation strategies will be undertaken:
 - o Some interviewers are willing to work more hours, which will help to mitigate the loss of interviewers.
 - o SRO will conduct an on-staff interviewer recruitment for field interviewers, and will plan to conduct a virtual training for those interviewers. The date of the training is April 28-30, May 2.
 - o SRO will also conduct another local recruitment to bring on more Lab interviewers. The date of this training is to be determined. This recruitment/training has been cancelled.
 - o Dallas face-to-face cases will be handled by travelers.
- Schedule –
 - o ORL and SRO agreed to delay the launch of interviewer training by two weeks. General interviewing techniques training will be held March 26 – 27, and study specific training will be held March 28-31. Interviewers will begin working April 2, and the first interviews will be taken on April 4.
 - o The Spanish version of the questionnaire will not be launched until May.
- Programming
 - o Programming hours for the main survey instrument are running higher than anticipated due to unexpected complications in the household roster and roster follow-up questions
 - o Programming hours for the sample management system are continuing to run higher than anticipated due to issues with the revised household roster, coordination with the self-scheduler and the addition of the QR codes and messages.
- Funding – The funding allocated from NIH funding to SRO was less than the budgeted amount. ORL has indicated in a brief email message that it will make up the difference in direct costs up to the budgeted (and approved amount), a deficit in indirect costs shows on the financial statement because of the difference in indirect costs between ORL and NIH. The indirect cost difference can be ignored, and will be reconciled at the end of the study. The project will be managed to the direct cost total.
 - o SRO will need a formal written commitment from ORL to supplement direct cost funding up to the budgeted amount plus any work scope changes.
 - o SRO will prepare a budget for the difference between the estimated cost-to- complete and NIH funding, as well as the approved work scope changes. A budget will be prepared after interviewer training in order to assess/take into account the actual cost of training (which is expected to be lower than budgeted).
- Interviewer training – Study specific interviewer training was budgeted for five days. The study will not require five full days of in-person training.
 - o Projections for the initial training are being adjusted downward
 - o Some of the initial training projection is being pushed forward to cover attrition trainings

Approved Work Scope Changes

As of January 27, 2022, \$36,351 direct cost in work scope changes were approved.

- October 28, 2021 \$15,663 in estimated direct costs (approximately 180 programmer hours) was approved for programming related to customization of the Self Scheduler
- November 16, 2021 \$5,640 in estimated direct costs (58 programmer hours plus 20 tester hours) was approved for programming over and above the budgeted level of changes
- January 14, 2022 \$2,698 in estimated direct costs (25 programmer hours) for updates to the self-scheduler work flow for the confirmation page
- January 24, 2022 \$12,350 in estimated direct costs to supply the Survey Services Lab interviewers, team leaders and production manager with cell phones that will allow them to work from the Lab or remotely. This projected expense is added as a COVID-risk mitigation measure. NOTE: COVID-19 measures ended in April.

Interviewers kept laptops and phones for one month of the production period. SSL Team Leaders will continue to keep laptops and phones, and one phone will remain in the SSL.

- Jan 24, 2022 – Interviewer training was delayed by two weeks.
 - The project will conduct one attrition training. One training will be virtual to on-board experienced field interviewers.
 - April 14, 2022 - approval of revision to Self Scheduler to allow different tracks for SSL versus Field scheduling
- \$5,623 direct, \$7,895 total cost.

Cost
Jun 17, 2022

Total Cost to Date (Direct + Indirect): 840,908.17
Estimated Cost at Completion (E\$AC): 1,686,552.97
Total Budget: 2,124,151.00
Variance (Budget minus E\$AC): 437,598.03
Reason For Variance:

The overall variance of \$312,000 direct cost is due to three things: training was budgeted at 5 days, but only 3.5 days were needed; the number of interviewers recruited, hired and trained was far lower than had been budgeted; and incorporation of a very effective self-scheduler for respondents was highly effective, resulting in a dramatic reduction in HPI.

The shorter training and far lower number of interviewers (30 versus 50 budgeted) resulted in lower training costs (hosting was roughly \$128,009 direct lower than budgeted). HPI for telephone interviews was budgeted at approximately 5.5 hours per interview, and is coming in at less than 3 HPI due to implementation of a very highly effective self-scheduler and exceptionally high use of the self-scheduler by respondents (over 80% of respondents self-schedule). This has resulted in a dramatic reduction in interviewer and survey tech hours, which has resulted in a very large underrun for the project.

Projections
Jun 17, 2022

Dollars Projected For Month: 310,731.77
Actual Dollars Used: 262,940.27
Variance (Projected minus Actual): 47,791.50
Reason For Variance:

The monthly underrun is due to lower than expected TSG staff charging, lower than expected charges for Tenrox processing, lower survey tech hours, lower respondent payments, lack of charging for freight costs. Survey tech hours were far lower than anticipated due to reductions in the number of appointments scheduled in the SSL, staff attrition, and lower than expected charges for Quality Control, which is running behind production. FTF work by field interviewers was delayed due to the high number of self-scheduled appointments, resulting in a lack of respondent payments for SRO. No freight charges have hit the project yet, although freight was incurred in March and in late April. We continue to push projections for freight forward, but are uncertain when charges will come in.

We note that this underrun may increase depending upon the research team's decisions regarding interviewing in July.

Measures

	Units Complete	RR	HPI
Current Goal:	2670	89%	5.5 Tel, 10.0 Field
Goal at Completion:			
Current actual:	1727	58%	2.7
Estimate at Complete:			
Variance:			

Other Measures

Project Name	(EDC-SS Phases 3-4) Every Dollar Counts Semi-Structured, Phases 3-4														
Project Mode	Primary: Telephone		Secondary: Face to Face		Total of Modes: 2										
Project Type	Sponsored Projects			Project Status	Current										
Budget	Direct Budget:	314,566.00	Indirect Budget:	94,369.00	Total Budget: 408,935.00										
Principal Investigator/Client	Jessica Wiederspan (OpenResearchLab) Elizabeth Rhodes (OpenResearchLab)														
Funding Agency	OpenResearchLab														
IRB	HUM#:	HUM00164105	Period Of Approval:	1/1/2022-12/31/2022											
Project Team	Project Lead:	Karin Schneider													
	Budget Analyst:	Megan Gomez-Mesquita													
	Production Manager:	Barbara Aghababian-Homburg													
	Senior Project Advisor:	Nicole G Kirgis													
	Production Manager:														
	Production Manager:														
Proposal #:	no data														
Description:	Semi-Structured (Qualitative) interviews of a panel of respondents to the larger EDC Baseline/Midline studies. The same respondents are asked to do six qualitative interviews over the course of the three-year EDC program (1-1.5 hour iws). Phases 3 and 4 are separated by eight months. Phase 3 conducted by phone from November 2021 - January 2022. Phase 4 is planned as in-person starting in August 2022 and running through the end of the calendar year. SRO sample is 129 cases. 122 were successfully interviewed for Phase 3 (two cases are presently being confirmed by the ORL (PI) team as incarcerated or deceased). Kirsten Alcser was SPA for Phase 3.														
SRO Project Period	10/2021 - 01/2023														
Data Col Period	11/2021 - 12/2022														
Security Plan	NA														
Milestone Dates	<table><tr><td>PreProduction Start:</td><td>Pretest Start:</td></tr><tr><td>Pretest End:</td><td>Recruitment Start:</td></tr><tr><td>Staffing Completed:</td><td>GIT Start:</td></tr><tr><td>SS Train Start:</td><td>SS Train End:</td></tr><tr><td>DC Start:</td><td>DC End:</td></tr></table>					PreProduction Start:	Pretest Start:	Pretest End:	Recruitment Start:	Staffing Completed:	GIT Start:	SS Train Start:	SS Train End:	DC Start:	DC End:
PreProduction Start:	Pretest Start:														
Pretest End:	Recruitment Start:														
Staffing Completed:	GIT Start:														
SS Train Start:	SS Train End:														
DC Start:	DC End:														
Other Project Team Members:	Ashwin Dey, Becky Loomis, Andrea Pearce, Marsha Skoman, Peter Sparks, Stephanie Windisch														
Other Project Names:	"Phase 3/4" is often referred to as "Round 3/4"														
Sample Mgmt Sys	SurveyTrak														
Data Col Tool	Blaise 4.8														
Hardware	Laptop; [UM cell] Phone														
DE Software	N/A														
QC Recording Tool	DRI-CXM														
Incentive	Yes, R														
Administration	SRO Group														
Payment Type	NA														
Payment Method	Check through other system (API through STrak to PI's payment system)														

Report Period	May, 2022 (EDC-SS Phases 3-4)	Project Phase	Implementing
Risk Level	On Track		
Monthly Update	<p>We are in underrun due to PIs deciding Phase 4 interviews will be all phone, with no in-person administration. Also, re-posted to on-staff interviewers that no travel was required and rec'd great response, so no hiring needed, no GIT, will staff with experienced SRO interviewers. Training to start 8/23/22. Production interviewing to start right after Labor Day.</p>		
Special Issues	None		

Cost
Jun 07, 2022

Total Cost to Date (Direct + Indirect): 129,655.00
Estimated Cost at Completion (E\$AC): 335,526.00
Total Budget: 408,935.00
Variance (Budget minus E\$AC): 73,408.00
Reason For Variance: See below - Phase 4 will be phone-only, no in-person, so all travel expense is now backed out of budget projections.

Projections
Jun 07, 2022

Dollars Projected For Month: 5,041.00
Actual Dollars Used: 5,041.00
Variance (Projected minus Actual): 0.00
Reason For Variance: In May, we spent roughly equal to our projections, with hours charged by most staff as expected, though a few staff (Becky, Stephanie, David, Marsha) look like they began charging a month earlier than we anticipated.

Measures

	Units Complete	RR	HPI
Current Goal:	130		
Goal at Completion:			
Current actual:			
Estimate at Complete:			
Variance:			

Other Measures

Project Name	(HCAP 2022) Harmonized Cognitive Assessment Protocol, 2022														
Project Mode	Primary: Face to Face		Secondary: Telephone												
Project Type	Sponsored Projects		Project Status	Current											
Budget	Direct Budget:	3,300,000.00	Indirect Budget:	1,188,000.00	Total Budget: 4,488,000.00										
Principal Investigator/Client	Kenneth Langa (SRC) David Weir (SRC)														
Funding Agency															
IRB	HUM#:	HUM00099822	Period Of Approval:												
Project Team	Project Lead:	Maureen Joan O'Brien													
	Budget Analyst:	Richard Warren Krause													
	Production Manager:	Margaret Lavanger													
	Senior Project Advisor:	Evanthia Leissou													
	Production Manager:														
Production Manager:															
Proposal #:	no data														
Description:	The project name has been updated to HCAP 2022. Data collection was paused during the COVID-19 pandemic, and will follow HRS 2022. Building off the 2016 Harmonized Cognitive Assessment Protocol (SRO #15-0011R01) experience, 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 4649 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 their HRS 2020 interview has been completed. The sample will not be clustered geographically. We propose to staff a team of approximately 32 interviewers. It is expected that this team will carry out well-planned regional trips in order to complete the 3200 in-person interviews. The respondent questionnaire length is expected to be 60 minutes. An informant interview will also be completed for each of the respondents interviewed. The informant questionnaire is expected to be 25 minutes and can be administered by telephone.														
SRO Project Period	01/2022 - 12/2023														
Data Col Period	07/2022 - 09/2023														
Security Plan	NA														
Milestone Dates	<table><tr><td>PreProduction Start:</td><td>Pretest Start:</td></tr><tr><td>Pretest End:</td><td>Recruitment Start:</td></tr><tr><td>Staffing Completed:</td><td>GIT Start:</td></tr><tr><td>SS Train Start:</td><td>SS Train End:</td></tr><tr><td>DC Start:</td><td>DC End:</td></tr></table>					PreProduction Start:	Pretest Start:	Pretest End:	Recruitment Start:	Staffing Completed:	GIT Start:	SS Train Start:	SS Train End:	DC Start:	DC End:
PreProduction Start:	Pretest Start:														
Pretest End:	Recruitment Start:														
Staffing Completed:	GIT Start:														
SS Train Start:	SS Train End:														
DC Start:	DC End:														
Other Project Team Members:	PDMG: Tony Romanowski, Lisa VanHavermaet, Kasyera Kowalczyk, Megan Hromco. TSG: Jeff Smith, Brad Goodwin, Vallyn Dall, Peter Sparks, Ashwin Dey, Deb Wilson														
Other Project Names:															
Sample Mgmt Sys	SurveyTrak														
Data Col Tool	Blaise 4.8														
Hardware	Laptop; [UM cell] Phone														
DE Software	Blaise 4.8 BIA														
QC Recording Tool	NA														
Incentive	Yes, R; Yes, INF														
Administration	NA														
Payment Type	Check, prepaid (50); Check, post (25)														
Payment Method	Check through STRak RPay System														

Report Period	May, 2022 (HCAP 2022)	Project Phase	Planning
Risk Level	On Track		
Monthly Update	HCAP pre-production is on track for a July 13-15 interviewer training and July 20 production start. Training will be held at the Kensington in Ann Arbor, and training efforts are in full force. The team is reviewing and updating the manual and presentations, and ordering / assembling materials and pre-notification mailings. There will be 19		

lwers, 2 TLs, 1 TC, 1 PM, 1 PC in attendance in addition to Ann Arbor training staff. Originally there were 20 iws but one dropped due to upcoming scheduled surgeries. There will be a 2nd training in the October with ~25 additional iwers. We will need to add NH's at that time. There is a posting currently up that will be removed on 6/27. At that time we will determine how many NHs we will need. Systems development is underway and must be frozen on 6/22. There are some issues with informant selection Blaise programming but the team is working to work through these programming issues. Surveytrak/Weblog/Webtrak are being resurrected from 2020. The main update to SurveyTrak is the WBD live-scheduling protocol being added. The IRB Amendment has been submitted and approved. We are working through logging/QC/rescoring protocols. 2 tests will be data entered back in Ann Arbor; Brave Man/Logical Memory, and Letter Cancellation. BM/LM will be entered into a Blaise stand-alone and LC will be entered into Weblog. The QC plan is being developed – verification items have been identified. Another item on the radar that is in early development is an HCAP 2022 Dashboard.

Special Issues

Production training and production launch have been postponed to Summer, 2022 due global pandemic.

Cost

Jun 10, 2022

Total Cost to Date (Direct + Indirect):	263,024.64
Estimated Cost at Completion (E\$AC):	4,214,358.62
Total Budget:	4,488,000.00
Variance (Budget minus E\$AC):	273,641.38
Reason For Variance:	The budget was healthy and was fully funded. We are adding efforts in to benefit the project - see below for detail.

Projections

Jun 10, 2022

Dollars Projected For Month:	66,893.03
Actual Dollars Used:	39,773.55
Variance (Projected minus Actual):	27,119.48
Reason For Variance:	Training support staff did not charge all hours allotted. Hours will be pushed forward.

Measures

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

Other Measures

Project Name (HRS 2021 OYMS / COVID Survey) HRS 2021 Off-Year Mail Study / COVID Survey

Project Mode Primary: Mail Total of Modes: 1

Project Type Sponsored Projects **Project Status** Current

Budget ***Direct Budget:*** 980,826.66 ***Indirect Budget:*** 353,097.34 ***Total Budget:*** 1,333,924.00

Principal Investigator/Client Dr. David Weir (UM-ISR (SRC-HRS))
Dr. Helen Levy (UM-ISR (SRC-HRS))

Funding Agency National Institutes of Health (NIH)

IRB ***HUM#:*** HUM00196577 ***Period Of Approval:*** 4/26/2021-4/25/2022

Project Team ***Project Lead:*** Ian Ogden
Budget Analyst: Grace Tison
Production Manager: Kelley Lynn Popielarz
Senior Project Advisor: Evanthia Leissou
Production Manager: Ian Ogden
Production Manager:

Proposal #: no data

Description: [Updated 09/2021]
This project refers to two distinct releases which comprise the 2021 "Off-Year Mail Study" - (1) A Spring effort (n~14,000, data collection running from June-September, 2021) and (2) a Fall effort (n~6000, data collection running from October, 2021-March, 2022). Following the model of past off-year mail studies, most HRS panel respondents will be sent a paper booklet, as well as a prepaid incentive by check, and will be asked to complete the paper survey and mail back to Ann Arbor via prepaid return materials. Logging of paper booklets will take place in Ann Arbor, where booklets will be packaged and shipped to an external vendor, DataForce, for scanning and data-export. This study will follow a Dillman-like reminder sequence - initial mailing, followed by up to three reminder mailings (booklet #2, postcard, booklet #3).

An external vendor, DataForce, will handle (1) formatting, printing and mailing of the booklet (in English and Spanish); (2) sending reminder mailings to each batch of sample; and (3) scanning completed booklets and delivering data to SRO for processing and delivery.

The sample size for this project is significantly larger than other "off-year" mail studies such as LHMS. Relatedly, and also unlike past instances of HRS off-year mail studies, this project's sample is not distinct from that of HRS CAMS; all HRS CAMS participants were asked to complete the COVID Survey as part of the Spring effort.

Key differences between the Spring and Fall efforts:
(1) Distinct sample (also from among existing HRS panel)
(2) Several revisions to the questionnaire
(3) Changes to management team

The Spring and Fall HRS COVID Survey / OYMS efforts are under the same Project/Grant and costs are tracked jointly; however, the two efforts have distinct sets of shortcodes, so "effort"-level cost monitoring is possible where needed.

SRO Project Period 03/2021 - 06/2022

Data Col Period 05/2021 - 05/2022

Security Plan NA

Milestone Dates

PreProduction Start: 03/01/2021

Pretest End:

Staffing Completed:

SS Train Start: 06/08/2021

DC Start: 05/28/2021

Pretest Start:

Recruitment Start:

GIT Start:

SS Train End: 06/08/2021

DC End: 06/30/2022

Other Project	Technical Leads: Ian Ogden & Jim Rodgers
Team Members:	MSMS Developers: Pam Swanson & Jim Rodgers
	Data Manager: Laura Yoder
	Project Support 1: Jeannie Baker (Replacing Becky Scherr, as of late-June, 2021)
	Project Support 2: Melissa Luker (Spring Only)
	Project Support 3: Debra Heier (Locating, Spring Only)
	Project Support 4 (RPay & Mailing-Support Only, Spring): Anna Fuqua-Smith
	Project Support 5 (RPay & Mailing-Support Only, Fall): Daniah Buageila
	Production Manager: Pooja Varma-Laughlin (Spring Only)
	Production Manager / Scheduler: Kelley Popielarz (Fall Only)
Other Project	HRS 2021 Off-Year Mail Study
Names:	HRS 2021 OYMS (COVID) / OYMSF
Sample Mgmt Sys	SRTrak & MSMS
Data Col Tool	NAS 2021 Spring COVID Survey / Fall COVID Survey
Hardware	HRS 2021 Penpals
DE Software	Other (MSMS DCA)
QC Recording Tool	N/A
Incentive	Yes, R
Administration	SRO Group
Payment Type	Check, prepaid (25.00)
Payment Method	Check through STTrak RPay System

Report Period	May, 2022 (HRS 2021 OYMS / COVID	Project Phase	Closing
Risk Level	On Track		
Monthly Update	<p>[Production Status]</p> <p>As of mid-June, we are planning to end data collection by Monday, June 20th due to an effective end of regular returns of completed questionnaires from respondents. As such, the Project Phase has been updated to "Closing".</p> <p>As of mid-late June, we will be moving to close the project out, including (1) processing all remaining questionnaires in SRO's possession, (2) delivering a final batch of data to SRC-HRS, (3) finalizing all open cases in the OYMS 2021 MSMS project (n=~6,800 cases) and (4) once cases are finalized and any post-rules-run cleanup is completed, delivering a final copy of the weekly progress report to the SRC-HRS team.</p> <p>[Project Closeout Schedule]</p> <p>Some costs to the project may not ultimately hit until October or November, 2022 - namely, final check voids for the Fall 2021 sample release. In this case, the project may persist for a few extra months after all other project activity has concluded.</p>		
Special Issues	None.		
Cost			
Jun 14, 2022	Total Cost to Date (Direct + Indirect):	1,349,665.36	
	Estimated Cost at Completion (E\$AC):	1,168,405.88	
	Total Budget:	1,333,924.00	
	Variance (Budget minus E\$AC):	165,518.12	
	Reason For Variance:	The EAC is currently lower than the total cost to date due to projected credits for unredeemed respondent payments / checks in the future (in June, 2022 and October, 2022).	
		We are currently projecting an underrun of ~\$165K. Primary drivers are: (1) Lower-than-budgeted RR from the Spring effort; (2) Lower-than-budgeted RR from the Fall effort; (3) \$106K in unallocated budget.	
Projections			
Jun 14, 2022	Dollars Projected For Month:	-500.60	
	Actual Dollars Used:	3,348.80	
	Variance (Projected minus Actual):	-3,849.40	
	Reason For Variance:	Primary Drivers: (1) \$5,450 in check voids projected to hit in May, but pushed forward to June; (2) Salary costs came in at approximately \$2K under projections (though some hours pushed forward due to extension of data collection period following continued receipt of questionnaires at a low volume.	

Measures	Units Complete		RR	HPI
	Current Goal:		15,700	80.0%
	Goal at Completion:			N/A
	Current actual:		11,574	59.24%
	Estimate at Complete:			
	Variance:			

Other Measures	Units Completed & RR by Release (as of 6/14/2022):		
	n, IW		RR
	Spring		8,363 60.7%
	Fall		3,211 55.8%

Project Name	(HRS 2022 Panel) Health and Retirement Study 2022												
Project Mode	Primary: Mixed Total of Modes: 3												
Project Type	Sponsored Projects	Project Status	Current										
Budget	Direct Budget: 12,138,521.00	Indirect Budget: 4,369,869.00	Total Budget: 16,508,390.00										
Principal Investigator/Client	David Weir (ISR-SRC)												
Funding Agency													
IRB	HUM#: HUM000611128	Period Of Approval:	9/8/2021 to 9/7/2022										
Project Team	Project Lead: Evanthia Leissou Budget Analyst: Richard Warren Krause Production Manager: Andrea Sims Senior Project Advisor: Nicole G Kirgis Production Manager: Deborah Zivan Production Manager: Jennifer C Arrieta												
Proposal #:	no data												
Description:	<p>The Health and Retirement Study (HRS) is a national, longitudinal study conducted every two years since 1992. The study includes a representative sample of people aged 50 years and older in the U.S.. Every six years (three waves) a new cohort of people aged 50 to 55 are screened in to the study to maintain a representative sample. A series of physical measures and bio-markers 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 is requested.</p>												
SRO Project Period	01/2021 - 05/2023												
Data Col Period	03/2022 - 04/2023												
Security Plan	NA												
Milestone Dates	<table border="1" style="width: 100%;"> <tr> <td>PreProduction Start: 01/01/2021</td> <td>Pretest Start: 11/01/2021</td> </tr> <tr> <td>Pretest End: 11/23/2021</td> <td>Recruitment Start: 08/01/2021</td> </tr> <tr> <td>Staffing Completed: 01/15/2022</td> <td>GIT Start: 02/21/2021</td> </tr> <tr> <td>SS Train Start: 02/23/2022</td> <td>SS Train End: 03/03/2022</td> </tr> <tr> <td>DC Start: 03/07/2022</td> <td>DC End: 04/15/2023</td> </tr> </table>			PreProduction Start: 01/01/2021	Pretest Start: 11/01/2021	Pretest End: 11/23/2021	Recruitment Start: 08/01/2021	Staffing Completed: 01/15/2022	GIT Start: 02/21/2021	SS Train Start: 02/23/2022	SS Train End: 03/03/2022	DC Start: 03/07/2022	DC End: 04/15/2023
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Staffing Completed: 01/15/2022	GIT Start: 02/21/2021												
SS Train Start: 02/23/2022	SS Train End: 03/03/2022												
DC Start: 03/07/2022	DC End: 04/15/2023												
Other Project Team Members:	Derek Dubuque (Production Manager), Theresa Camello (Production Manager), Tagh Reid Lovell (Production Manager), Deborah Zivan (Project Manager), Andrew Hupp (Project Manager), Kallan Larsen (Project Manager), Gary Hein (Project Manager), Michelle Smith (Project Manager/Training Coordinator), Maureen O' Brien (Training Coordinator), Daniah Buageila (Project Manager), Anna Fuqua-Smith (Project Manager), Janet McBride (Project Assistant), Paul Burton (Stats/Sampling), Vanessa Clarke (Project Assistant), Jeannie Baker (Project Assistant), Melissa Luker (Project Assistant), Anthony Romanowski (Project Manager), Megan Hromco (Project Assistant) Tech Team: Karl Dinkelmann, Jeff Smith, Jim Rodgers, Laura Yoder, Marsha Skoman, Ashwin Dey, Pam Swanson, David Bolt, Deb Wilson, Jennie Williams, Rose Zybdel, Stephanie Windisch, Heather Schroeder, Holly Ackerman, Shane Empie, Kelly Chatain												
Other Project Names:													
Sample Mgmt Sys	SurveyTrak; MSMS												
Data Col Tool	Blaise 5												
Hardware	Laptop; [UM cell] Phone; Paper and Pencil												
DE Software	Other (Blaise 5 Coding Application); External vendor (DataForce Scanning SAQs)												
QC Recording Tool	Camtasia												
Incentive	Yes, R; Yes, INF												
Administration	NA												
Payment Type	Check, prepaid (80.00); Check, post (\$50 (WBD), \$20 (SAQ))												
Payment Method	Check through STRak RPay System; Check through other system (Rpay system set up for MSMS); Interviewer p												
Report Period	May, 2022 (HRS 2022 Panel)												
Risk Level	Some Concerns												
Project Phase	Implementing												

Monthly Update

Projected hours and completed interviews were consistently higher than goals throughout the month of May. The project team has been working on production monitoring, IRB submissions, logging, payment and letter request processing, and testing. The project team has also been working on SSA and SAQ mailings. Technical development has continued with the Blaise instrument, SurveyTrak, Weblog, WebTrak, and reports. Web panel programming and testing in MSMS continued. Technical team continues to work with HRS and CBS on data model migration issues. Early in production, questionnaire and preload issues were identified and fixes were released to the field in May. The team is preparing for August and September trainings.

Special Issues

-Projected overrun
-Blaise 5.10 datamodel migration issues

Cost

Jun 10, 2022

Total Cost to Date (Direct + Indirect):	6,193,293.43
Estimated Cost at Completion (E\$AC):	16,613,670.42
Total Budget:	16,508,390.00
Variance (Budget minus E\$AC):	-105,280.42
Reason For Variance:	CRS is projecting the contingent fringe benefits with the newly approved 10.4% rate to accommodate ACA costs, the \$400 signing bonus for field staff, Field interviewer and SurveyTech base rate increase, an extra day added to February production training, the increase in per mile reimbursement for travel. CRS is now using the actual lwer rates for projecting lwer costs and travel projections were removed from the recruitment task.

Projections

Jun 10, 2022

Dollars Projected For Month:	1,376,763.43
Actual Dollars Used:	1,310,229.13
Variance (Projected minus Actual):	66,534.30
Reason For Variance:	The hotel invoice for Feb/Mar Prod training has not yet been received, RPay, and travel costs were significantly under projections. DataForce invoices were not processed until early June. These were pushed forward as is advertising.

Measures

	Units Complete	RR	HPI
Current Goal:	5192	22.6	8.0
Goal at Completion:	16,266	74.0%	9.0
Current actual:	5249	22.8	7.68
Estimate at Complete:	16,266	74.0%	9.0
Variance:	0	0	0

Other Measures

Project Name	(HRS2022-Screening) HRS 2022 - Screening				
Project Mode	Primary: Face to Face	Secondary: Telephone	Total of Modes: 2		
Project Type	Sponsored Projects	Project Status	Current		
Budget	Direct Budget: 17,851,365.00	Indirect Budget: 6,426,491.00	Total Budget: 24,277,856.00		
Principal Investigator/Client	David Weir (SRC) Helen Levy (SRC) Ken Langa (SRC)				
Funding Agency					
IRB	HUM#:	Period Of Approval:			
Project Team	Project Lead:	Evanthia Leissou			
	Budget Analyst:	Richard Warren Krause			
	Production Manager:				
	Senior Project Advisor:	Nicole G Kirgis			
	Production Manager:	Andrew L Hupp			
	Production Manager:				
Proposal #:	no data				
Description:	<p>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 was added. In 2022, group 1 of the early generation x cohort will be added along with a minority oversample.</p>				
SRO Project Period	02/2021 - 01/2024				
Data Col Period	03/2022 - 01/2024				
Security Plan	NA				
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: DC Start: 04/19/2022 </td> <td style="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: 04/19/2022	Pretest Start: Recruitment Start: GIT Start: SS Train End: DC End:
PreProduction Start: Pretest End: Staffing Completed: SS Train Start: DC Start: 04/19/2022	Pretest Start: Recruitment Start: GIT Start: SS Train End: DC End:				
Other Project Team Members:					
Other Project Names:					
Sample Mgmt Sys	SurveyTrak; Other ((Blaise) Case Management App (CMA))				
Data Col Tool	Blaise 5				
Hardware	Laptop; [UM cell] Phone; Paper and Pencil				
DE Software	N/A				
QC Recording Tool	Camtasia; N/A				
Incentive	Yes, R; Yes, INF				
Administration	SRO Group				
Payment Type	Check, post; Cash, post				
Payment Method	Check through STRak RPay System; Interviewer payment of cash (reimbursed/reconciled via Tenrox); Imprest C				

Report Period	May, 2022 (HRS2022-Screening)	Project Phase	Implementing
Risk Level	Some Concerns		
Monthly Update	<p>Andrew and Eva met with the PIs and the Sampling team to discuss the Pre-Id EGENX and Pre-Id MOC sample. The design of the pre-Id MOC cases was agreed upon. The sampling team will begin there work and select the pre-Id sample in June. Once selected Eva and Andrew will meet with the sampling team and the production managers to determine which cases should be part of the second release (planned in June).</p> <p>A screener refresher training was held. Concepts from the February training were reinforced, some concepts</p>		

expanded on (e.g., locked buildings), and new concepts introduced (e.g., Type I and Type II updates). The expanded and new concepts will be added to the main training materials moving forward. A second training (mainly of on-staffers) is planned for late summer. A third training of (mainly of new hires) is planned for later Sept/early October.

Web production launched on Tuesday, April 19. A proposal was put forth by SRO (and accepted by the PIs) to release the field sample earlier than planned (by 2 weeks). This was done to 1) get screening started in the field, 2) to take advantage of the extra daylight, and 3) get data needed to determine staffing needs for the fall training. The non-responding web cases from the first release (n= 2,136) were moved to SurveyTrak for follow-up by the field. The 50% of cases assigned to in-person first work were released. The screening work in the field is off to a slow start.

IRB: Nothing new in May. Additional materials for screening will be submitted in June and July.

Paul has been busy creating and updating reports to monitor screening production.

Andrew met with DMSS to discuss the result codes and rates. Andrew was reviewing the SurveyTrak and reporting specs and discovered the project was using some result codes incorrectly. Andrew and Raphael worked out the result code issue. There will be an additional discussion about the rates on the FPR.

The team worked on some updates to procedures, documentation, etc.

Andrew and Eva worked on the screening goals and sample release plan. This will be updated as we see how screening production starts off.

Special Issues

Cost

Jun 09, 2022

Total Cost to Date (Direct + Indirect):	2,857,296.30
Estimated Cost at Completion (E\$AC):	24,354,663.34
Total Budget:	24,277,856.00
Variance (Budget minus E\$AC):	-76,807.34
Reason For Variance:	The projected overrun decreased due to less effort in the current month.

Projections

Jun 09, 2022

Dollars Projected For Month:	850,046.57
Actual Dollars Used:	204,229.52
Variance (Projected minus Actual):	645,817.05
Reason For Variance:	--Staff hours in May were lower than projections by 80%, and non-salary costs were lower than expected.

Measures

	Units Complete	RR	HPI
Current Goal:	5,000/2,500	73%	3.0
Goal at Completion:			
Current actual:	52/26	6.7%	2.13
Estimate at Complete:			
Variance:			

Other Measures

Project Name	(HRS-Neuro) HRS Neuroimaging Pilot				
Project Mode	Primary: Telephone	Secondary: Face to Face	Total of Modes: 2		
Project Type	Sponsored Projects	Project Status	Current		
Budget	Direct Budget: 169,363.00	Indirect Budget: 16,938.00	Total Budget: 186,301.00		
Principal Investigator/Client	Professor Kenneth Langa, MD, Ph.D (UM SRC-HRS) Professor Michael Weiner, MD (University of California, San Francisco) Professor David Weir, Ph.D (UM SRC-HRS)				
Funding Agency	Alzheimer's Association				
IRB	HUM#: HUM00142251	Period Of Approval:	04/2018-09/2022		
Project Team	Project Lead: Ian Ogden Budget Analyst: Richard Warren Krause Production Manager: Veronica Connors-Burge Senior Project Advisor: Evanthia Leissou Production Manager: Ian Ogden Production Manager:				
Proposal #:	no data				
Description:	[Updated 5/2022] This pilot study will invite HRS-HCAP respondents to undergo medical imaging at one of three selected sites within the continental United States. SRO's role in the pilot is to call HRS/HCAP respondents to ask if they are willing to be contacted by an imaging site team in their region. Respondent contact information will be passed to the appropriate site coordinator for eligibility determination, scheduling of the tests, arrangement of transportation, and completion of the scans. SRO will process a token of appreciation for each respondent and monitor production across the three imaging sites. As of March 14, 2020 all field data collection was halted due to COVID-19; as of July, 2020 all ongoing project maintenance was halted and the project deactivated. As of December, 2020, re-launch is not anticipated before fall, 2021 and the project will be deactivated until any re-launch planning resumes. On April 20, 2022, the SRC-HRS team made the decision not to relaunch the Neuroimaging project. Key reasons are documented in the final monthly update.				
SRO Project Period	01/2018 - 06/2022				
Data Col Period	03/2019 - 05/2022				
Security Plan	NA				
Milestone Dates	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;"> PreProduction Start: 01/15/2018 Pretest End: Staffing Completed: SS Train Start: 03/20/2019 DC Start: 03/25/2019 </td> <td style="padding: 5px;"> Pretest Start: Recruitment Start: GIT Start: SS Train End: 03/20/2019 DC End: 05/31/2022 </td> </tr> </table>			PreProduction Start: 01/15/2018 Pretest End: Staffing Completed: SS Train Start: 03/20/2019 DC Start: 03/25/2019	Pretest Start: Recruitment Start: GIT Start: SS Train End: 03/20/2019 DC End: 05/31/2022
PreProduction Start: 01/15/2018 Pretest End: Staffing Completed: SS Train Start: 03/20/2019 DC Start: 03/25/2019	Pretest Start: Recruitment Start: GIT Start: SS Train End: 03/20/2019 DC End: 05/31/2022				
Other Project Team Members:	[TSG] Technical Lead: Pamela Swanson [TSG] Application & Reports Developer: Ashwin Dey [TSG] Data Manager: Matthew Scibiorski [TSG] Blaise Developer: Jim Hagerman [DCO] Production Manager: Veronica Connors-Burge [DCO] Field TL: 1 [DCO] Field Interviewers: (n=3, one of whom is bilingual)				

Other Project Names:	HRS Neuroimaging Study
Sample Mgmt Sys	SurveyTrak; Project specific system (Web Logging for Site Sample Management)
Data Col Tool	Blaise 4.8
Hardware	Laptop; Other (Optional Laptop for External Site Teams)
DE Software	Other (Web Logging for Site Data-Entry); N/A
QC Recording Tool	NA
Incentive	Yes, R; Yes, Other (Travel Expenses (processed and issued by imaging sites))
Administration	SRO Group; Other (Imaging Site Teams (travel expenses only))
Payment Type	Check, post (\$200.00)
Payment Method	Check through STRak RPay System

Report Period	May, 2022 (HRS-Neuro)	Project Phase	Closing
Risk Level	On Track		
Monthly Update	[See 04/2022 update for additional details regarding reasons for the decision from SRC-HRS not to relaunch.]		
	<p>Following the decision in April, 2022 from the SRC-HRS team not to relaunch the Neuroimaging project (see 04/2022 update for additional details regarding reasoning), SRO has gone ahead with all project closeout tasks needed at this point (e.g. finalizing sample, reducing access to systems, closing out supplemental, "verification-like" Post-Scan Follow-Up project in MSMS). No further hours are projected, though some small indirect/recharge costs may come through in June, 2022.</p> <p>Though some minor tasks and communication with the SRC-HRS remain, the HRS 2022 team have cleared that any further hours (~3 hours from Ian) can be charged to HRS 2022 to allow for final housekeeping and closeout.</p> <p>Outstanding minor closeout tasks include:</p> <p>(1) Transferring the scanned consent forms received from imaging site teams (n=32) to SRC-HRS</p> <p>(2) Preparation and delivery of final copy of progress report</p> <p>(3) Fully closing out and archiving SurveyTrak project: Project will remain accessible in WebTrak and Weblog through fall, 2022 (in case any post-closeout questions come up); will be archived according to typical TSG schedule.</p>		
Special Issues	(1) Ensuring appropriate archiving of data, projects and files (particular items stored on the SRO sFTP and the former M+Box directory (migrated to DropBox in mid-2021)).		
Cost			
Jun 10, 2022	Total Cost to Date (Direct + Indirect):	181,255.75	
	Estimated Cost at Completion (E\$AC):	181,540.84	
	Total Budget:	186,301.00	
	Variance (Budget minus E\$AC):	4,760.16	
	Reason For Variance:	[See 04/2022 update for additional details] Following decision from SRC-HRS in April, 2022 not to relaunch the Neuroimaging study, a few hours were charged in May, 2022 to facilitate project closeout and, with the exception of a few hundred dollars in recharges and indirect costs projected to hit in June, 2022, cost figures can be considered effectively final at \$181,255.75, resulting in a project underrun of \$4,760.16 (again, give or take a few hundred dollars in projected costs).	
Projections			
Jun 10, 2022	Dollars Projected For Month:	1,211.89	
	Actual Dollars Used:	782.65	
	Variance (Projected minus Actual):	429.24	
	Reason For Variance:	Not all hours projected for various parties in completing various closeout tasks were needed. Projections going forward are near-zero (other than a few hundred dollars in outstanding recharges/indirects which are projected to hit in June, 2022).	

Measures		Units Complete	RR	HPI
<i>Current Goal:</i>		105	50%	1.0
<i>Goal at Completion:</i>		N/A	N/A	N/A
<i>Current actual:</i>		32	19.2%	1.63
<i>Estimate at Complete:</i>		32	19.2%	1.63
<i>Variance:</i>		--	--	--

Other Measures

Project Name	(IHDS3) India Human Development Survey Wave 3				
Project Mode	Primary: Face to Face		Secondary: Telephone	Total of Modes: 2	
Project Type	Sponsored Projects			Project Status	Current
Budget	Direct Budget:	358,900.61	Indirect Budget:	200,983.92	Total Budget: 559,884.53
Principal Investigator/Client	Sonalde Desai (University of Maryland) Stephanie Chardoul (University of Michigan) Santanu Pramanik (National Council of Applied Economic Research)				
Funding Agency	National Institutes of Health, Department of Health and Human Services				
IRB	HUM#:		Period Of Approval:		
Project Team	Project Lead:	Gina-Qian Yang Cheung			
	Budget Analyst:	Ryan Neice			
	Production Manager:				
	Senior Project Advisor:	Stephanie A Chardoul			
	Production Manager:	Sarah Elisa Broumand			
	Production Manager:	Jennifer M Kelley			
Proposal #:	no data				
Description:	The India Human Development Survey (IHDS) is a nationally representative, multi-topic, longitudinal survey of 41,554 households in 1503 villages and 971 urban neighborhoods across India. The first round of interviews were completed in 2004-5; data are publicly available through ICPSR. A second round of IHDS reinterviewed most of these households in 2011-12 (N=42,152). SRC joins IHDS Wave 3 to automate data collection, the scope of work includes methodological design, sample design, questionnaire design, technical instrument design, supervisor/interviewer training, production monitoring, quality control, data dissemination, and 2-3 weekly conference calls for capacity building.				
SRO Project Period	01/2019 - 03/2024				
Data Col Period	05/2022 - 10/2023				
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:	Project Management Team Stephanie Chardoul -- Senior Project Advisor (SPA) Gina Cheung - Lead Project Manager and Tech Lead Sarah Broumand - Project Manager Jennifer Kelley - Project Manager Programming Team Collette Keyser - Blaise Marsha Skoman - SurveyTrak Holly Ackerman - WebTrak Cheng Zhou - Sync HelpDesk Team Emmanuel Ellis John Data Manager Team Sarah E Jennie				

Other Project**Names:**

Sample Mgmt Sys Other (SurveyTrak INTL)
Data Col Tool Blaise 5
Hardware Laptop; Other (NCAER Phone (In India))
DE Software Other (TBD)
QC Recording Tool DRI-CARI
Incentive Yes, Other (TBD)
Administration Other (TBD)
Payment Type Other (TBD)
Payment Method Other (TBD)

Report Period	May, 2022 (IHDS3)	Project Phase	Initiation																								
Risk Level	On Track																										
Monthly Update	We are swamped with resolving Agency 01 production issues, supporting Agency 02 training, and preparing for Agency 03 the training. Also, work on the migrant project, which is planning to launch at the end of June.																										
Special Issues	update the projections to the May 2023																										
Cost																											
Jun 10, 2022	Total Cost to Date (Direct + Indirect):	381,162.45																									
	Estimated Cost at Completion (E\$AC):	401,100.63																									
	Total Budget:	559,884.53																									
	Variance (Budget minus E\$AC):	158,783.90																									
	Reason For Variance:	We need to update the projections																									
Projections																											
Jun 10, 2022	Dollars Projected For Month:	19,938.18																									
	Actual Dollars Used:	26,685.70																									
	Variance (Projected minus Actual):	-6,747.52																									
	Reason For Variance:	more production issues																									
Measures	<table><tr><th></th><th>Units Complete</th><th>RR</th><th>HPI</th></tr><tr><td>Current Goal:</td><td></td><td></td><td></td></tr><tr><td>Goal at Completion:</td><td></td><td></td><td></td></tr><tr><td>Current actual:</td><td></td><td></td><td></td></tr><tr><td>Estimate at Complete:</td><td></td><td></td><td></td></tr><tr><td>Variance:</td><td></td><td></td><td></td></tr></table>				Units Complete	RR	HPI	Current Goal:				Goal at Completion:				Current actual:				Estimate at Complete:				Variance:			
	Units Complete	RR	HPI																								
Current Goal:																											
Goal at Completion:																											
Current actual:																											
Estimate at Complete:																											
Variance:																											
Other Measures	NA																										

Project Name	(MI CReSS (Year 2)) Michigan COVID-19 Recovery Surveillance Cohort Study														
Project Mode	Primary: Web		Secondary: Telephone		Total of Modes: 2										
Project Type	Sponsored Projects			Project Status	Current										
Budget	Direct Budget:	341,017.00	Indirect Budget:	88,663.00	Total Budget: 429,680.00										
Principal Investigator/Client															
Funding Agency															
IRB	HUM#:	HUM00181068	Period Of Approval:	Exempt											
Project Team	Project Lead:	Terri Ann Ridenour													
	Budget Analyst:	William Lokers													
	Production Manager:	Ruth B Philippou													
	Senior Project Advisor:	Nicole G Kirgis													
	Production Manager:														
	Production Manager:														
Proposal #:	no data														
Description:	<p>MI CReSS is a partnership between the University of Michigan School of Public Health (SPH) and the Michigan Department of Health and Human Services. It is a public health surveillance study to learn about Michiganders' experiences with COVID-19 using a representative sample of confirmed cases within the state. Using survey data, they plan to document sociodemographic inequities in COVID-19 testing, treatment, and recovery.</p> <p>SRO's involvement includes the administration of a Follow-up survey for respondents that completed a Baseline survey with the SPH team. Based on the sample information provided, we will be re-contacting approximately 3,995 respondents who have already completed (or are estimated) to complete the Baseline survey to administer the Follow-up survey.</p> <p>The Follow-up survey is estimated to be 45 minutes in length, and Respondents will be encouraged to complete the survey by web. However, SRO Interviewers will contact non-responders and conduct the interview over the telephone if the Respondents do not want to complete the survey on the web.</p>														
SRO Project Period	08/2021 - 09/2023														
Data Col Period	01/2022 - 07/2023														
Security Plan	NA														
Milestone Dates	<table><tr><td>PreProduction Start:</td><td>Pretest Start:</td></tr><tr><td>Pretest End:</td><td>Recruitment Start: 09/16/2021</td></tr><tr><td>Staffing Completed:</td><td>GIT Start:</td></tr><tr><td>SS Train Start: 11/29/2021</td><td>SS Train End: 12/02/2021</td></tr><tr><td>DC Start: 01/26/2022</td><td>DC End: 07/07/2023</td></tr></table>					PreProduction Start:	Pretest Start:	Pretest End:	Recruitment Start: 09/16/2021	Staffing Completed:	GIT Start:	SS Train Start: 11/29/2021	SS Train End: 12/02/2021	DC Start: 01/26/2022	DC End: 07/07/2023
PreProduction Start:	Pretest Start:														
Pretest End:	Recruitment Start: 09/16/2021														
Staffing Completed:	GIT Start:														
SS Train Start: 11/29/2021	SS Train End: 12/02/2021														
DC Start: 01/26/2022	DC End: 07/07/2023														
Other Project Team Members:	Bill Lokers: Financial Analyst Megan Hromco: Production Assistant Hueichun Peng: Technical Lead / WSMS db Programmer Peter Sparks: CAI Programmer (Blaise 5) Cheng Zhou: Web Component, ADT, Reports LihShwu Ke: DBA Architecture & Data Security Sarah Broumand: Data Manager Gina Cheung: Technical Consultant Deb Wilson: Help Desk														

Other Project**Names:**

Sample Mgmt Sys Web SMS
Data Col Tool Blaise 5
Hardware Laptop; Desktop
DE Software NA
QC Recording Tool NA
Incentive Yes, R
Administration SRO Group
Payment Type Check, post (\$25)
Payment Method NA

Report Period May, 2022 (MI CReSS (Year 2)) **Project Phase** Implementing

Risk Level On Track

Monthly Update Training and certification for the 3 new interviewers staffed on the project was completed this week. This Lab project staffed with both SSL and Field IWers continues to require adjustments in ways of supporting this hybrid model. The Help Desk has worked with Field interviewers on remote access and orientation to Lab systems.

The PI and team delivered more, minor tweaks to the instrument that do not require structural changes. Sample replicate 5, along with the updated data model, is expected to be released tomorrow 6/15/22.

Special Issues The data manager has had to respond to multiple data-out issues identified by the client's data manager: 1) truncated values for 88 and 99 (DK and RF); 2) merging main survey dataset with sample management (disposition) dataset; 3) vaccine dose date issue with mode switches and rules; and 4) reprocessing data-out when fixed / recovered from ADT file. The data manager has confirmed that we have not had any missing data issues and we've been able to successfully recover data-out from backups thus far.

Cost
Jun 07, 2022

Total Cost to Date (Direct + Indirect):	303,179.99
Estimated Cost at Completion (E\$AC):	446,624.70
Total Budget:	429,680.00
Variance (Budget minus E\$AC):	-16,944.70

Reason For Variance: The current projections reflect the latest sample release numbers expected in Year 2 and shifted data collection timeline. The projections include the additional scope of work (e.g. increase of hours for programming the instrument updates in Blaise, cost to design, update and print the Resource Guide and the additional hard-copy reminder mailings for all 14 sample replicates).

Projections
Jun 07, 2022

Dollars Projected For Month:	37,828.83
Actual Dollars Used:	34,771.13
Variance (Projected minus Actual):	-2,054.46

Reason For Variance: We had more interviewer hours than what we had projected for the month and less respondent tokens than projected.

Measures	Units Complete	RR	HPI
Current Goal:	1,426 (Rel 1-4)	80% (60%-Web/40%Tel)	2.25
Goal at Completion:		80% (60%-Web/40%Tel)	
Current actual:	953	68% (59%-Web/41% Tel)	3.79
Estimate at Complete:			
Variance:			

Other Measures

Telephone follow-up is implemented with non-responders to the web survey. We expect 60% respondents to complete the self-administered web survey and for approximately 40% to complete the survey with an interviewer over the telephone. Here is the Year 2 sample replicate totals and expected response rates and HPI.

2689	Y2 Sample
2152	80% RR Rate
1292	60% Web
860	40% Phone
2.25	HPI Telephone
0.25	HPI Web Reminder

Project Name	(MTF Base Year 2022_27) Monitoring the Future Base Year 2022-2027											
Project Mode	Primary: Class SAQ Total of Modes: 1											
Project Type	Sponsored Projects		Project Status	Current								
Budget	Direct Budget:	6,267,988.00	Indirect Budget:	3,510,072.00 Total Budget: 9,778,060.00								
Principal Investigator/Client	Richard Miech (SRC)											
Funding Agency	National Institute on Drug Abuse, one of the National Institutes of Health.											
IRB	HUM#:	00217920	Period Of Approval:	pending								
Project Team	Project Lead:	Rebecca Gatward										
	Budget Analyst:	Dean E Stevens										
	Production Manager:	Margaret Lavanger										
	Senior Project Advisor:	Gregg Peterson										
	Production Manager:	James Koopman										
	Production Manager:											
Proposal #:	no data											
Description:	<p>Since 1975 the MTF survey has measured drug and alcohol use and related attitudes among adolescent students nationwide. A nationally representative sample of survey participants report their drug use behaviors across three time periods: lifetime, past year, and past month. The survey is funded by the NIDA, a component of the National Institutes of Health (NIH), and conducted by the University of Michigan.</p> <p>It is based on two interconnected series of surveys using nationally representative samples:</p> <p>(a) self-administered annual in-school surveys of 8th, 10th, and 12th graders (~45,000) in 400 schools. Proctors (SRO interviewers) coordinate and administer the data collection in schools (either FTF or remotely without visiting the schools).</p> <p>(b) panels of high school graduates aged 19-30, 35, 40,45, 50, 55, and 60 (now primarily surveyed by web). Panel members aged 19-30 are invited to participate every other year/asked to complete a web survey and the older sample members are sent questionnaires (mail and web) at five-year interval. The MTF panel study has three parts - early in the year a newsletter is mailed to panel members. If the newsletter is returned (undelivered) locating effort targets these panel members and others who have not participated for X years. The web panel launches (web) in spring and in around June a telephone non-response effort begins for those invited to participate. The panel members are recruited from the 12th graders who participate in the base year study. Press releases and published results can be found here.. http://www.monitoringthefuture.org/</p>											
SRO Project Period	04/2022 - 03/2027											
Data Col Period	04/2022 - 03/2027											
Security Plan	Yes											
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:	<table style="width: 100%;"> <tr> <td style="width: 50%;">Hueichun Peng</td> <td style="width: 50%;">Technical Lead (WebSMS programmer)</td> </tr> <tr> <td>Brad Goodwin</td> <td>Data Management (Minako is providing support)</td> </tr> <tr> <td>Ashwin Dey</td> <td>SurveyTrak, WebTrak and MTF specific Apps. Programmer</td> </tr> <tr> <td>Kyle Goodman and Deborah Wilson</td> <td>Help Desk/Tablet support</td> </tr> </table>				Hueichun Peng	Technical Lead (WebSMS programmer)	Brad Goodwin	Data Management (Minako is providing support)	Ashwin Dey	SurveyTrak, WebTrak and MTF specific Apps. Programmer	Kyle Goodman and Deborah Wilson	Help Desk/Tablet support
Hueichun Peng	Technical Lead (WebSMS programmer)											
Brad Goodwin	Data Management (Minako is providing support)											
Ashwin Dey	SurveyTrak, WebTrak and MTF specific Apps. Programmer											
Kyle Goodman and Deborah Wilson	Help Desk/Tablet support											

Other Project**Names:****Sample Mgmt Sys** SurveyTrak; Web SMS; Illume**Data Col Tool** Illume**Hardware** Laptop; Tablet; [UM cell] Phone**DE Software** Illume**QC Recording Tool** N/A**Incentive** Yes, Other (Honorarium paid to school by MTF Research staff)**Administration** ISR Group**Payment Type** NA**Payment Method** Check through other system**Report Period** May, 2022 (MTF Base Year 2022_27) **Project Phase** Implementing**Risk Level** On Track**Monthly Update** May 2022

Survey administrations completed by end May - 299, 200 were 8/10th grade students and 99 12th grade students.

An interviewer was present at 48 of these schools (the remainder were remote survey administrations, which means that the interviewer did not visit the school).

Hours per survey administration = 17.2

As of 5/28 - surveys completed by 30585 students across 299 schools - 80% RR.

Number of schools recruited (by MTF Research Team) lower than in pre pandemic years. This year 349 schools were passed to SRO interviewers to complete the survey administration. In previous years (for example, 2020), survey administrations were completed in around 400 schools.

Special Issues**Cost**

Jun 10, 2022

Total Cost to Date (Direct + Indirect): 186,829.06**Estimated Cost at Completion (E\$AC):** 9,250,977.10**Total Budget:** 9,778,060.00**Variance (Budget minus E\$AC):** 527,082.90**Reason For Variance:**

The underspend is based on a first version of projections for the new five year funding period. We will work on refining these based on outcomes from this year (the first with remote and FTF survey administrations). The PG funding amount etc. was not received unto end April and then hours transferred from a temporary short code to the new code.

Projections

Jun 10, 2022

Dollars Projected For Month: 175,599.30**Actual Dollars Used:** 186,829.06**Variance (Projected minus Actual):** -11,229.76**Reason For Variance:**

Projections for May were provisional - hours from April were rolled forward (charged to a temporary short code). Travel costs were much lower than projected.

Measures

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

Other Measures

Project Name	(MTF HID 22) MTF High Intensity Drinking 2022				
Project Mode	Primary: Web Total of Modes: 1				
Project Type	Sponsored Projects	Project Status	Current		
Budget	Direct Budget: 301,160.00	Indirect Budget: 167,822.00	Total Budget: 468,982.00		
Principal Investigator/Client	Megan Patrick (University of Michigan)				
Funding Agency					
IRB	HUM#: 00159183	Period Of Approval:	2/2/2022		
Project Team	Project Lead: Donnalee Ann Grey-Farquharson Budget Analyst: Parina Kamdar Production Manager: Hongyu Johnson Senior Project Advisor: Kirsten Haakan Alcser Production Manager: Production Manager:				
Proposal #:	no data				
Description:	2022 will be Wave 4 Data Collection. SRO's work on this project includes administering multiple web surveys to a sample of respondents who participated as 12th graders in Monitoring the Future's (MTF) Base Year study. Using a starting sample of approximately 2000 respondents from MTF, SRO will administer a data collection "burst" consisting of one 30-minute survey and 14 days of 7-minute surveys every 12 months for 4 years. SRO will conduct all surveys as self-administered web surveys, with no telephone contact to respondents. SRO will coordinate all electronic contact with respondents (email and text message), but will not handle any paper mailings, respondent management or the payment of respondent incentives. SRO's activity will start in November 2021, with the first data collection burst in February 2022, lasting through to the third week of April 2022. Deliverables include final copies of the questionnaires (including programming source code), clean and documented data sets from each of the data collection bursts, and a methodological report on protocols.				
SRO Project Period	10/2021 - 07/2022				
Data Col Period	02/2022 - 04/2022				
Security Plan	NA				
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: DC Start: </td> <td style="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:	Kirsten Alcser, Donnalee Grey-Farquharson, Hueichun Peng, Hongyu Johnson, Minako Edgar				
Other Project Names:					
Sample Mgmt Sys	Web SMS				
Data Col Tool	Illume				
Hardware	NA				
DE Software	NA				
QC Recording Tool	NA				
Incentive	Yes, R				
Administration	ISR Group (MTF Study Satff)				
Payment Type	Check, post (varies \$40 - \$100); Other (Tango Card)				
Payment Method	Imprest Cash Fund from ISR Business Office; Other (Tango Card)				

Report Period	May, 2022 (MTF HID 22)	Project Phase	Closing
Risk Level	On Track		
Monthly Update	Management:		

- Started the SRO project team structure.
- Set up short codes and CRS system
- Coordinated with the Study Team staff on Round2 testing plan
- worked on data delivery

Technical system:

- The system has been stable since we resolved the mobile application issues
- continue to monitor during the data collection
- worked on post-data collection tasks

Data Collection - Production ended in April 2022.

As of 3/31/2022: Annual Survey 1108 cases: 737 completes (66.52%), 90% completed Diary 1, 86% completed Diary 2, 82% completed Diary 3, 82% completed Diary 4, 82% completed Diary 5, 81% completed Diary 6, 79% completed Diary 7, 79% completed Diary 8, 76% completed Diary 9, 75% completed 10, 77% completed Diary 11, 78% completed Diary 12, 74% completed Diary 13, and 72% completed Diary 14.

Special Issues

Cost
May 31, 2022

Total Cost to Date (Direct + Indirect):	322,282.91
Estimated Cost at Completion (E\$AC):	337,093.02
Total Budget:	468,982.00
Variance (Budget minus E\$AC):	131,888.98
Reason For Variance:	This is the 4th year of the continuous study. The data collection ended in April 2022. The underrun amount is a carry over over the past 3 years. The amount will be adjusted in June,2022.

Projections
May 31, 2022

Dollars Projected For Month:	11,870.12
Actual Dollars Used:	4,911.47
Variance (Projected minus Actual):	6,958.65
Reason For Variance:	The data collection ended in April 2022. The project staff mainly worked on post-data collection activities. The underrun amount will be adjusted in June 2022.

Measures

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

Other Measures

Project Name (MTF Panel 2022-27) Monitoring the Future Panel 2022-2027

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

Project Type Sponsored Projects **Project Status** Current

Budget **Direct Budget:** 2,496,935.00 **Indirect Budget:** 1,398,282.00 **Total Budget:** 3,895,217.00

Principal Investigator/Client John Schulenberg (UM-SRC)
Megan Patrick (UM-SRC)

Funding Agency

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

Project Team **Project Lead:** Donnalee Ann Grey-Farquharson
Budget Analyst: Dean E Stevens
Production Manager: Lloyd Fate Hemingway
Senior Project Advisor: Rebecca Gatward
Production Manager:
Production Manager:

Proposal #: no data

Description: This project is a continuation of MTF Illume Web 2021.

PI staff will edit and test 12 survey versions, all previously programmed in Illume by SRO. SRO will further test the surveys as part of the systems integration process. All 12 surveys will be launched in 2021. After testing is complete, SRO will launch the 2021 Web survey data collection with an estimated sample size of 20,000 cases identified by the Principal Investigator who will deliver the contact information including e-mail address to SRO. The Web survey data collection will replace aspects of the standard mail-based data collection. Both the separately funded Winter Location calling effort and Non-Response follow-up calling will include this sample – with the calling effort being integrated with the standard MTF activities.

SRO Project Period 01/2022 - 03/2027

Data Col Period 04/2022 - 10/2026

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: Rebecca Gatward (SPA), Donnalee Grey-Farquharson, Lloyd Hemingway, Hueichun Peng, Shaowei Sun, Peter Sparks, Ashwin Dey, Hongyu Johnson, Minako Edgar, Brad Goodwin

Other Project Names: MTF

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 May, 2022 (MTF Panel 2022-27) **Project Phase** Implementing

Risk Level On Track

Monthly Update Management

- Worked with MTF research team on testing the survey instrument
- updated the project timeline
- continue to monitor the data collection

System

- prepared SMS for testing and production
- prepared RLM for production
- continue to report system issues and worked with the research team staff

Data Collection

- Production started in May 2022
- Total Sample: 17720. As of 05/31/2022:
 Web: 5501 (31.04%), Partial: 317 (1.79%), SAQ: 301 (1.70%)

Special Issues

Cost

May 31, 2022

Total Cost to Date (Direct + Indirect): 86,414.21

Estimated Cost at Completion (E\$AC): 4,074,135.85

Total Budget: 3,895,217.00

Variance (Budget minus E\$AC): -178,918.85

Reason For Variance:

We are in the transition from hardship account to the official account. The total project amount includes MTF Web Illume as well as Non-Response Calling and Winter Location project. We will make the adjustment in June 2022.

Projections

May 31, 2022

Dollars Projected For Month: 110,412.37

Actual Dollars Used: 83,604.11

Variance (Projected minus Actual): 26,808.26

Reason For Variance:

We are in the transition from hardship account to the official account. The total project amount includes MTF Web Illume as well as Non-Response Calling and Winter Location project. The overrun amount is MTF Panel 2022-2027 that was the combination of MTF Panel 2017-2022 and MTF Web Illume. We will make the adjustment in June 2022.

Measures

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

Other Measures

Project Name (PSID TAS 2021) Transition to Adulthood within its Life Course & Intergenerational Family Context

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

Project Type Sponsored Projects **Project Status** Current

Budget **Direct Budget:** 832,983.88 **Indirect Budget:** 466,470.97 **Total Budget:** 1,299,454.85

Principal Investigator/Client Narayan Sastry (U-M PSC SRC)

Funding Agency NIH

IRB **HUM#:** HUM00112629 **Period Of Approval:** 7/14/2021 - 7/13/202

Project Team **Project Lead:** Piotr Dworak
Budget Analyst: Megan Gomez-Mesquita
Production Manager: Elizabeth Ohryn
Senior Project Advisor: Stephanie A Chardoul
Production Manager: Daric Thorne
Production Manager:

Proposal #: no data

Description: TAS 2021 is the 9th Wave of TAS study, part of the PSID Suite of projects.

Approximately 3,000 youth aged 18 – 28 years who are part of families who participate in the ongoing Panel Study of Income Dynamics (PSID) are invited to take part in a 60-minute web survey. In 2021, all respondents go through the same sequential treatment - non-responders to web survey are called as part of the non-response follow up. Respondents will be offered a up to \$100 for completing the interview which includes a \$75 base payment and possible other interventions. Phone interviews will be completed by a mix of Field and Survey Research Center Survey Services Lab (SSL) interviewers.

SRO Project Period 06/2021 - 07/2022

Data Col Period 09/2021 - 06/2022

Security Plan NA

Milestone Dates

PreProduction Start: 05/01/2021	Pretest Start: 05/01/2021
Pretest End: 08/01/2021	Recruitment Start: 08/30/2021
Staffing Completed: 09/07/2021	GIT Start: 09/15/2021
SS Train Start: 09/30/2021	SS Train End: 10/01/2021
DC Start: 09/30/2021	DC End: 06/30/2022

Other Project

Team Members:

Other Project

Names:

Sample Mgmt Sys MSMS

Data Col Tool Blaise 4.8; Blaise 5

Hardware Laptop; Desktop; [UM cell] Phone

DE Software NA

QC Recording Tool DRI-CARI

Incentive Yes, R; Yes, INF

Administration SRO Group

Payment Type Check, post (75); Other (ePay)

Payment Method Check through other system (PSID RAPS); Other (ePay)

Report Period May, 2022 (PSID TAS 2021) **Project Phase** Implementing

Risk Level On Track

Monthly Update TAS is in the final stretch with data collection scheduled to end on June 30 (week 40). TAS just concluded mid-wave intervention offering time-limited incentive increase of \$30 (\$75 + \$30) and is launching end-game with additional + \$10 on Wednesday 6/8. Endgame will include multiple follow up reminders via mail, email, and text and the study ending date of June 30 will be announced to respondents on June 6/22. We currently have 2201 completes and estimate needing another 80 to meet the proposal goal of 88% response rate. This estimate includes partial

interviews.

Active TAS Staff: 27

SSL: 8 Interviewers and 3 TLs (who also are scheduled for interviewing shifts)

Field: 13 Interviewers and 2 TLs

2 Locators (one also a TAS iwer in the SSL)

Technical systems have been working fairly well although TAS continues to experience slowness in GetNextCase and intermittent DCA crashes when assigning +20 tasks to iwers. TSG reports that the latter of the issues is scheduled for June/July fix but there are no plans to address GetNextCase as of yet.

Special Issues

Cost

Jun 07, 2022

Total Cost to Date (Direct + Indirect): 1,169,925.62

Estimated Cost at Completion (E\$AC): 1,381,833.43

Total Budget: 1,299,454.85

Variance (Budget minus E\$AC): -81,159.92

Reason For Variance: In May overrun remains steady and is a result of adding cost for in-person visits and increasing the iwer payrates.

Projections

Jun 07, 2022

Dollars Projected For Month: 124,802.24

Actual Dollars Used: 124,263.45

Variance (Projected minus Actual): 538.79

Reason For Variance:

Measures

	Units Complete	RR	HPI
Current Goal:	2247	82.2	n/a
Goal at Completion:	2344	88%	n/a
Current actual:	2201	81.2	n/a
Estimate at Complete:	2344	88%	n/a
Variance:			

Other Measures

Project Name (PSID21) Panel Study of Income Dynamics 2021

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

Project Type Sponsored Projects **Project Status** Current

Budget **Direct Budget:** 4,447,019.00 **Indirect Budget:** 2,440,404.00 **Total Budget:** 6,887,423.00

Principal Investigator/Client David Johnson (UM)
Katherine McGonagle (UM)
Narayan Sastry (UM)

Funding Agency NSF, NIA, NICHD, The Office of the Assistant Secretary for Planning and Evaluation of the United States, DHHS, The Econom

IRB **HUM#:** HUM00062417 **Period Of Approval:** 8/20/2020 - 8/19/202

Project Team **Project Lead:** Shonda R Kruger-Ndiaye
Budget Analyst: Megan Gomez-Mesquita
Production Manager: Stacy Quisenberry
Senior Project Advisor: Stephanie A Chardoul
Production Manager: Sarah Crane
Production Manager: Rachel Anne Orlowski

Proposal #: no data

Description: PSID (known to Respondents as the Family Economics Study or FES) is a longitudinal survey of several thousand individuals and their families, carried out since 1968 and conducted every two years. The sample is comprised of respondents from the 4,800 original families as well as new (immigrant) sample added in 1997/1999 and 2017/2019. The total 2021 sample size will be approx. 11,200, with approx. 9,700 completed interviews expected. Most of the information collected is about family composition and changes (marriages, divorces, births, deaths, people moving in and out), income sources and amounts, employment and pensions and wealth. There are also questions about housing, education, vehicles, health, and money spent on food, healthcare, and school. The main focus is on how these family composition and financial factors interact with each other and how they change over time. The 2021 instrument also features questions related to the impact of COVID on the family.

PSID 2021 is the first full wave of PSID Core to be conducted with a Web, self-administered option and using Blaise 5 and MSMS and the work scope includes the re-write of the 68-ID website and the Splitoff program to be compatible with new technical systems.

TAS21 will follow PSID Core data collection, interviewing eligible PSID sample members on a flow basis following their Core interviews.

****Note:** The Budget listed in MPR is the original 2021 budget. It has not been approved by PIs, who are currently reviewing a rebudget.**

SRO Project Period 04/2020 - 04/2022

Data Col Period 03/2001 - 10/2021

Security Plan NA

Milestone Dates

PreProduction Start: 04/01/2020

Pretest End: 10/25/2020

Staffing Completed: 12/02/2020

SS Train Start: 02/24/2021

DC Start: 03/18/2021

Pretest Start: 09/28/2020

Recruitment Start: 10/15/2020

GIT Start:

SS Train End: 03/05/2021

DC End: 12/31/2021

Other Project

Team Members:

Other Project Family Economics Study 2021, PSID Core 2021
Names:
Sample Mgmt Sys MSMS
Data Col Tool Blaise 5
Hardware Laptop; [UM cell] Phone
DE Software N/A
QC Recording Tool Camtasia
Incentive Yes, R; Yes, Other (Proxy, Locator)
Administration ISR Group (PSID)
Payment Type Check, post (Varies)
Payment Method Check through other system (PSID-RAPS); Other (Electronic RPay)

Report Period May, 2022 (PSID21) **Project Phase** Closing
Risk Level On Track
Monthly Update May work was limited to cost monitoring. The limited final systems close out activities will occur in June due to TSG vacations.
Special Issues
Cost
Jun 15, 2022

Total Cost to Date (Direct + Indirect):	7,293,535.86
Estimated Cost at Completion (E\$AC):	7,296,125.85
Total Budget:	6,887,423.00
Variance (Budget minus E\$AC):	-408,702.85
Reason For Variance:	The variance remains nearly identical to that projected in April. The drivers have been categorized in previous reports and will be reported again upon project close (the July MPR).

Projections
Jun 15, 2022

Dollars Projected For Month:	1,128.62
Actual Dollars Used:	1,248.06
Variance (Projected minus Actual):	-119.44
Reason For Variance:	Hours were charged as expected except for an additional 3.5 hours of SurveyTech sick time that hit Main Data Collection. We have contacted SSL Leadership requesting a correction.

Measures			
	Units Complete	RR	HPI
Current Goal:	9025	84%	7.5
Goal at Completion:	9025	84%	7.5
Current actual:	9244	85.7%	7.5
Estimate at Complete:	9244	85.7%	7.5
Variance:	-219	-1.7	0

Other Measures Dates and Productions stats did not change for the May MPR.

Project Name	(PSID23 Online Contact Update) Panel Study of Income Dynamics 2023 Online Contact Update												
Project Mode	Primary: Web Total of Modes: 1												
Project Type	Sponsored Projects	Project Status	Current										
Budget	Direct Budget: 47,456.00	Indirect Budget: 26,575.00	Total Budget: 74,031.00										
Principal Investigator/Client	Katherine McGonagle (PSID)												
Funding Agency	NSF, NIA, NICHD, The Office of the Assistant Secretary for Planning and Evaluation of the United States, DHHS, The Econom												
IRB	HUM#: HUM00062417	Period Of Approval:	3/22/22-3/21/23										
Project Team	Project Lead: Camila Kendall Budget Analyst: Megan Gomez-Mesquita Production Manager: Senior Project Advisor: Stephanie A Chardoul Production Manager: Production Manager:												
Proposal #:	no data												
Description:	SRO will write technical specifications, program and test a Blaise 5 web instrument and web portal with authentication that will allow PSID and TAS respondents to confirm or update their contact information via an online survey. SRO will provide PSID will authenticated QR codes that will be embedded in a mailing sent to respondents. SRO will also send the respondents one email reminder with an authenticated link. This project is under the PSID Core IRB.												
SRO Project Period	04/2022 - 12/2022												
Data Col Period	06/2022 - 12/2022												
Security Plan	NA												
Milestone Dates	<table border="1" style="width: 100%;"> <tr> <td>PreProduction Start: 04/01/2022</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: 07/01/2022</td> <td>DC End: 11/30/2022</td> </tr> </table>			PreProduction Start: 04/01/2022	Pretest Start:	Pretest End:	Recruitment Start:	Staffing Completed:	GIT Start:	SS Train Start:	SS Train End:	DC Start: 07/01/2022	DC End: 11/30/2022
PreProduction Start: 04/01/2022	Pretest Start:												
Pretest End:	Recruitment Start:												
Staffing Completed:	GIT Start:												
SS Train Start:	SS Train End:												
DC Start: 07/01/2022	DC End: 11/30/2022												
Other Project Team Members:	Rachel Orlowski -- PSID Core Lead Karl Dinkelmann -- TSG Lead and Blaise Programming Support Marsha Skoman -- Blaise Programmer Daric Thorne -- MSMS Spec Lead Kyle Goodman -- MSMS Set up Programmer Jim Rodgers -- MSMS Lead Rose Zybel -- Data Manager												
Other Project Names:													
Sample Mgmt Sys	MSMS												
Data Col Tool	Blaise 5												
Hardware	NA												
DE Software	NA												
QC Recording Tool	NA												
Incentive	Yes, R												
Administration	ISR Group (PSID)												
Payment Type	Check, post (\$10); Other (electronic, post--JP Morgan)												
Payment Method	Check through other system (PSID staff will handle check & e-payment via RAPS)												

Report Period	May, 2022 (PSID23 Online Contact Upd	Project Phase	Implementing
Risk Level	On Track		
Monthly Update	SRO drafted Blaise Spec revisions and email template text. Programmers developed a standalone for testing. Confirmed Blaise preload structure and MSMS set up specifications. SRO determined best way to generate QR codes within the mail merge process for the postcard. Project missed initial programming deadline - waiting for		

PSID to approve Blaise specs. Despite schedule delays, project on track to launch in July.

Special Issues

Cost
Jun 10, 2022

<i>Total Cost to Date (Direct + Indirect):</i>	12,097.90
<i>Estimated Cost at Completion (E\$AC):</i>	44,280.40
<i>Total Budget:</i>	74,031.00
<i>Variance (Budget minus E\$AC):</i>	29,750.60
<i>Reason For Variance:</i>	Projections have not yet been updated after May actuals.

Projections
Jun 10, 2022

<i>Dollars Projected For Month:</i>	10,405.32
<i>Actual Dollars Used:</i>	7,649.11
<i>Variance (Projected minus Actual):</i>	2,756.21
<i>Reason For Variance:</i>	Underrun mainly explained by programmers charging less than projected.

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-PR) Puerto Rico Panel Study of Income Dynamics				
Project Mode	Primary: Face to Face	Secondary: Telephone	Total of Modes: 2		
Project Type	Sponsored Projects	Project Status	Current		
Budget	Direct Budget: 828,395.00	Indirect Budget: 463,899.00	Total Budget: 1,292,294.00		
Principal Investigator/Client	Narayan Sastry (University of Michigan) Elizabeth Fussel (Brown University)				
Funding Agency	NICHD, with supplemental funding being sought from NIA				
IRB	HUM#: HUM00197300	Period Of Approval:	4/5/2022-4/4/2023		
Project Team	Project Lead: Shonda R Kruger-Ndiaye Budget Analyst: Megan Gomez-Mesquita Production Manager: Senior Project Advisor: Stephanie A Chardoul Production Manager: Camila Kendall Production Manager:				
Proposal #:	no data				
Description:	<p>SRO will work with the PIs and a local survey firm in Puerto Rico, Estudios Técnicos (ETI), to develop a sample frame, sample design, questionnaire and data collection protocols for both pilot data collection (in 2022) and baseline data collection (in 2023). DMSS will provide assistance with sample design and implementation, responsive design, panel maintenance issues, and creation of sample weights. SRO will update the PSID-21 Spanish instrument for use specifically in PR. SRO will assist with the preparation of training materials for Listing training, Pretest and Main Data collection and will travel to PR to be on-site for these trainings. SRO will define reports for production and quality control monitoring that will be programmed through the SurveyTrak system, and train the research team on using these reports. All data will be collected by ETI's interviewers in PR and will be encrypted and transmitted daily via SurveyTrak to a secure SRC server. SRO will also assist with data processing.</p>				
SRO Project Period	01/2022 - 12/2023				
Data Col Period	NA				
Security Plan	NA				
Milestone Dates	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;"> PreProduction Start: 10/01/2021 Pretest End: Staffing Completed: SS Train Start: DC Start: </td> <td style="padding: 5px;"> Pretest Start: Recruitment Start: GIT Start: SS Train End: DC End: 12/31/2023 </td> </tr> </table>			PreProduction Start: 10/01/2021 Pretest End: Staffing Completed: SS Train Start: DC Start:	Pretest Start: Recruitment Start: GIT Start: SS Train End: DC End: 12/31/2023
PreProduction Start: 10/01/2021 Pretest End: Staffing Completed: SS Train Start: DC Start:	Pretest Start: Recruitment Start: GIT Start: SS Train End: DC End: 12/31/2023				
Other Project Team Members:	DMSS team -- Raphael Nishimura and Minako Edgar				
Other Project Names:					
Sample Mgmt Sys	SurveyTrak				
Data Col Tool	Blaise 4.8				
Hardware	Laptop				
DE Software	N/A				
QC Recording Tool	Camtasia				
Incentive	Yes, R; Yes, INF				
Administration	Other (ETI (Puerto Rican Survey Firm))				
Payment Type	Check, post (Varies by study phase); Cash, post (Varies by study phase)				
Payment Method	Other (Via ETI Systems)				

Report Period	May, 2022 (PSID-PR)	Project Phase	Implementing
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Risk Level	On Track
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Monthly Update	<p>May activities were focused on sampling and listing preparation. A contract was finalized with Redgid, and the purchased list was delivered to DMSS. DMSS constructed and selected the PSUs, cleaned data for the selected segments, and prepared segment maps. DMSS prepared a Listing Preload Prep Training - scheduled for 6/8. PDMG staff worked with PI collaborator to define translation scope to seek more accurate cost estimates for the</p>
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translation. PIs defined key assumptions for the NIA grant proposals. SRO worked to finalize NIA budgets and collaborated with ETI on both NICHD rebudget and NIA budgets. SRO continues to explore options for the best way to incorporate GPS coordinates into Listing and Main Data Collection.

Special Issues

Work scope for Spanish translations was underbudgeted (U-M, non-SRO budget). Poor address data across the island will create challenges for both Listers and Main data collection interviewers. Both will need to rely on GPS coordinates. June will mark the first month in which we will begin to see whether our estimates of work effort are accurate--both Listing Preload Prep and Listing estimates are very speculative. Our collaborations with PR-POP and ETI also pose some risk and complexity.

Cost
Jun 15, 2022

Total Cost to Date (Direct + Indirect):	25,063.92
Estimated Cost at Completion (E\$AC):	0.00
Total Budget:	1,292,294.00
Variance (Budget minus E\$AC):	0.00
Reason For Variance:	Budget and projections are not yet entered in CRS. The NICHD rebudget was approved June 7th.

Projections
Jun 15, 2022

Dollars Projected For Month:	0.00
Actual Dollars Used:	5,194.61
Variance (Projected minus Actual):	-5,194.61
Reason For Variance:	No projections in CRS to-date.

Measures

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

Other Measures

Project Name (SCA 2022) Surveys of Consumer Attitudes

Project Mode Primary: Telephone Total of Modes: 1

Project Type Sponsored Projects **Project Status** Current

Budget ***Direct Budget:*** 1,251,758.00 ***Indirect Budget:*** 0.00 ***Total Budget:*** 1,251,758.00

Principal Investigator/Client Joanne Hsu (SCA)
Tuba Suzer-Gurtekin (SCA)

Funding Agency

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

Project Team ***Project Lead:*** Theresa Camelo
Budget Analyst: Dean E Stevens
Production Manager: Lisa J Cam
Senior Project Advisor: Shonda R Kruger-Ndiaye
Production Manager:
Production Manager:

Proposal #: no data

Description: The monthly Surveys of Consumers are a series of nationally representative surveys with households in the contiguous United States. The SCA is designed to measure changes in consumer attitudes and expectations.

The objectives of the surveys are to learn what consumers think about economic events under varying circumstances and to determine why they think and behave as they do. Since changes in attitudes and expectations occur in advance of behavior, measures of consumer attitudes and expectations can act as leading indicators of aggregate economic activity. The survey measures are not intended to establish the absolute level of consumer sentiment at any given time. The SCA is intended to measure change. Each month the SSL interviewing staff obtains 600 interviews.

SRO Project Period 12/2021 - 12/2022

Data Col Period 01/2022 - 12/2022

Security Plan NA

Milestone Dates

<i>PreProduction Start:</i>	<i>Pretest Start:</i>
<i>Pretest End:</i>	<i>Recruitment Start:</i>
<i>Staffing Completed:</i>	<i>GIT Start:</i>
<i>SS Train Start:</i>	<i>SS Train End:</i>
<i>DC Start:</i> 12/27/2021	<i>DC End:</i> 12/20/2022

Other Project

Team Members:

Other Project

Names:

Sample Mgmt Sys NA

Data Col Tool Blaise 4.8

Hardware Laptop; Desktop; [UM cell] Phone

DE Software NA

QC Recording Tool DRI-CXM

Incentive Not used

Administration N/A

Payment Type N/A

Payment Method N/A

Report Period May, 2022 (SCA 2022) **Project Phase** Initiation

Risk Level On Track

Monthly Update SCA MAY22 began as scheduled on WED APR 27, and ended as scheduled on MON MAY 23. We completed 601 (321/180/100) IWs for the month (exceeding the monthly goals of 600:320/180/100 by 1 IW) - at a cumulative HPI of 2.95 (0.05 below the budgeted goal of 3.0).

Special Issues**Cost**

Jun 15, 2022

Total Cost to Date (Direct + Indirect): 478,226.34
Estimated Cost at Completion (E\$AC): 1,229,029.20
Total Budget: 1,251,758.00
Variance (Budget minus E\$AC): 22,728.80
Reason For Variance: Reduced hpi

Projections

Jun 15, 2022

Dollars Projected For Month: 91,968.96
Actual Dollars Used: 91,211.84
Variance (Projected minus Actual): 757.12
Reason For Variance: Reduced hpi

Measures

	Units Complete	RR	HPI
Current Goal:	600		3.0
Goal at Completion:	600		3.0
Current actual:	600		2.95
Estimate at Complete:	601		2.95
Variance:	1		-0.05

Other Measures

Project Name	(SCIP 2021) Sustainability Culture Indicators Project																								
Project Mode	Primary: Not Available																								
Project Type	Sponsored Projects		Project Status	Current																					
Budget	Direct Budget:	126,000.00	Indirect Budget:	0.00	Total Budget: 126,000.00																				
Principal Investigator/Client	John Callewaert, PI (SRC, Graham Sustainability Institute) Robert Marans, Co-PI (SRC) Noah Webster, Co-PI (SRC)																								
Funding Agency																									
IRB	HUM#:	HUM00204955	Period Of Approval:	9/2021-9/2026																					
Project Team	Project Lead:	Maureen Joan O'Brien																							
	Budget Analyst:	Carl S Remmert																							
	Production Manager:																								
	Senior Project Advisor:	Andrew L Hupp																							
	Production Manager:																								
	Production Manager:																								
Proposal #:	no data																								
Description:	The overall goal 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 and carbon-neutrality 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 all U-M Campuses: Ann Arbor, Flint, and Dearborn.																								
SRO Project Period	09/2021 - 09/2026																								
Data Col Period	10/2021 - 12/2021																								
Security Plan	NA																								
Milestone Dates	<table><tr><td>PreProduction Start:</td><td>08/15/2021</td><td>Pretest Start:</td><td></td></tr><tr><td>Pretest End:</td><td></td><td>Recruitment Start:</td><td></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>10/13/2021</td><td>DC End:</td><td>12/15/2021</td></tr></table>					PreProduction Start:	08/15/2021	Pretest Start:		Pretest End:		Recruitment Start:		Staffing Completed:		GIT Start:		SS Train Start:		SS Train End:		DC Start:	10/13/2021	DC End:	12/15/2021
PreProduction Start:	08/15/2021	Pretest Start:																							
Pretest End:		Recruitment Start:																							
Staffing Completed:		GIT Start:																							
SS Train Start:		SS Train End:																							
DC Start:	10/13/2021	DC End:	12/15/2021																						
Other Project Team Members:	Maureen O'Brien - Project Lead, application programming, sample loading, questionnaire distribution Minako Edgar - Sample prep, data management, data delivery, GIS analysis Raphael Nishimura - Weighting Carl Remmert - budget support analyses																								
Other Project Names:																									
Sample Mgmt Sys	Project specific system (Qualtrics)																								
Data Col Tool	Other (Qualtrics)																								
Hardware	NA																								
DE Software	N/A																								
QC Recording Tool	N/A																								
Incentive	Yes, R																								
Administration	NA																								
Payment Type	Other (Amazon)																								
Payment Method	Other (via Email)																								

Report Period	May, 2022 (SCIP 2021)	Project Phase	Closing
Risk Level	On Track		
Monthly Update	A draft of the final methodology report has been delivered to the PIs. Project lead is finalizing 'device type' analyses and will provide that when complete. The PIs state they do not require it, but it was included in the past so we will include it. The PIs have requested additional 'indicator' development from the data manager, and this will be completed in June. Data collection ended 12/1/2021. The final overall RR was 27.0%. The Ann Arbor RR was 26.0%, Dearborn was 27.2%, and Flint had a 33.7% RR. Some Ann Arbor subgroups had higher goals than 27% (and some lower) based on RR's from last wave. The Ann Arbor subgroup that did not meet goal was faculty		

(27.7RR). Dearborn Freshmen (26.3%), Juniors (26.6%), and Seniors (21.1%), did not meet a 27%RR. All other subgroups met goal or a 27%RR. The \$5 incentives added for underperforming subgroups were effective in increasing RR's. SRO has returned ~50k of unused funds to the PI's at their request.

Special Issues

Cost

Total Cost to Date (Direct + Indirect):	80,335.71
Estimated Cost at Completion (E\$AC):	83,147.82
Total Budget:	126,000.00
Variance (Budget minus E\$AC):	42,852.18
Reason For Variance:	52k has been transferred back to the PI's due to overfunding, but this does not currently show on the cost report.

Projections

Dollars Projected For Month:	5,482.49
Actual Dollars Used:	6,187.74
Variance (Projected minus Actual):	705.25
Reason For Variance:	Staff did not charge all hours.

Measures

	Units Complete	RR	HPI
Current Goal:	6,860	27%	
Goal at Completion:	6,860		
Current actual:	6,856	27%	
Estimate at Complete:	6,860		
Variance:			

Other Measures

Project Name	(SSRC Web Survey) Social Science Research Council Web Survey		
Project Mode	Primary: Web Total of Modes: 1		
Project Type	Sponsored Projects	Project Status	Current
Budget	Direct Budget: 11,640.00	Indirect Budget: 0.00	Total Budget: 11,640.00
Principal Investigator/Client	Anna Harvey (SSRC) Stephanie Chardoul (SRO)		
Funding Agency	SSRC		
IRB	HUM#: HUM00214009	Period Of Approval:	3/1/2022-3/1/2023
Project Team	Project Lead: Karin Schneider Budget Analyst: Carl S Remmert Production Manager: Senior Project Advisor: Production Manager: Production Manager:		
Proposal #:	no data		
Description:	The project is designed to assess the experiences, concerns, and needs of SSRC professional and administrative staff in the pandemic era and explore responses to potential workplace changes in a manner so that staff is assured of the confidentiality of their responses. SRO will email an invitation to the web survey to the SSRC staff. SSRC provides staff email list. SRO will summarize findings.		
SRO Project Period	03/2022 - 06/2022		
Data Col Period	04/2022 - 04/2022		
Security Plan	NA		
Milestone Dates	<div> <div> PreProduction Start: 03/21/2022 Pretest End: Staffing Completed: SS Train Start: DC Start: 03/30/2022 </div> <div> Pretest Start: Recruitment Start: GIT Start: SS Train End: DC End: 04/12/2022 </div> </div>		
Other Project Team Members:	Grad student Mark Nathin is assisting on project.		
Other Project Names:			
Sample Mgmt Sys	Other (Qualtrics)		
Data Col Tool	Other (Qualtrics)		
Hardware	NA		
DE Software	NA		
QC Recording Tool	NA		
Incentive	Not used		
Administration	SRO Group		
Payment Type	NA		
Payment Method	NA		

Report Period	May, 2022 (SSRC Web Survey)	Project Phase	Closing
Risk Level	On Track		
Monthly Update	The June projections are related to the recharges based on May actuals. Report delivered, we revised based on client input, and finalized. No further activity is anticipated. The survey had very good response overall, with 55 of the 67 staff completing all or most of the questionnaire (59 in total responded to at least some questions).		
Special Issues	None		

Cost
Jun 12, 2022

Total Cost to Date (Direct + Indirect): 9,875.00
Estimated Cost at Completion (E\$AC): 9,875.00
Total Budget: 11,640.00
Variance (Budget minus E\$AC): 357.00
Reason For Variance: Slight underrun due to a few less hours charged than budgeted.

Projections
Jun 12, 2022

Dollars Projected For Month: 4,080.00
Actual Dollars Used: 4,080.00
Variance (Projected minus Actual): 0.00
Reason For Variance: NA

Measures

	Units Complete	RR	HPI
Current Goal:	55	82	
Goal at Completion:	55		
Current actual:	55	82	
Estimate at Complete:	55		
Variance:			

Other Measures

Project Name	(STARRS-LS Waves 3 & 4) Study to Assess Risk and Resilience in Servicemembers-Longitudinal Study					
Project Mode	Primary: Web Secondary: Telephone Total of Modes: 2					
Project Type	Sponsored Projects		Project Status	Current		
Budget	Direct Budget:	8,196,521.00	Indirect Budget:	4,590,892.00 Total Budget: 12,809,390.00		
Principal Investigator/Client	James Wagner (University of Michigan) Robert Ursano (Uniformed Services University of the Health Scienc) Murray Stein / Ron Kessler (University of California San Diego / Harvard)					
Funding Agency	Department of Defense					
IRB	HUM#:	HUM00180765	Period Of Approval:	4/21/22 - 4/20/23		
Project Team	Project Lead:	Meredith A House				
	Budget Analyst:	William Lokers				
	Production Manager:	Ruth B Philippou				
	Senior Project Advisor:	Lisa S Holland				
	Production Manager:	Jeffrey Albrecht Jr				
	Production Manager:	Lisa M Lewandowski-Romps				
Proposal #:	no data					
Description:	<p>This project is a continuation of the Army STARRS study (Army Study to Assess Risk and Resilience in Servicemembers). Army STARRS is a multi-component epidemiological and neurological study designed to generate actionable evidence-based recommendations to reduce US Army suicides and increase basic knowledge about the determinants of suicidality. The goals of STARRS Longitudinal Study (STARRS-LS) are to enhance DoD/Army actionable findings, maintain productivity of the Army STARRS data and systems established, and enable science-based answers to questions related to health, resilience, and manpower management for the Army of 2025.</p> <p>For STARRS-LS, we have attempted to reinterview respondents from the All Army Study (AAS), New Soldier Study (NSS), and Pre-Post Deployment Study (PPDS) samples using a web-phone multimode study. We started with a group of approximately 73,000 eligible persons who had been interviewed in one of those three surveys and gave consent to link administrative data to their survey data.</p> <p>To date, we have completed 2 waves of STARRS-LS interviewing. During Wave 1, we attempted to contact 50,000 individuals and completed approximately 14,500 full interviews. All Wave 1 participants that completed a full Wave 1 interview were asked to participate in Wave 2. Waves 3 and 4, which are covered in this application, will include the full STARRS-LS Wave 2 sample, regardless of whether they completed the interview.</p> <p>In addition to reinterviewing the AAS, NSS and PPDS samples; STARRS-LS will continue to maintain and support the Army STARRS Research Data Enclave, allowing members of the research team and collaborators to analyze primary Army STARRS data as well as coded historical administrative data received from the Army and DoD. Additionally, STARRS-LS will continue to receive administrative data updates and link coded administrative data to survey data (from the original Army STARRS data collection as well as STARRS-LS surveys).</p>					
SRO Project Period	05/2020 - 04/2025					
Data Col Period	11/2020 - 10/2024					
Security Plan	Yes					
Milestone Dates	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> PreProduction Start: 04/01/2020 Pretest End: Staffing Completed: 10/01/2020 SS Train Start: 11/18/2020 DC Start: 11/09/2020 </td> <td style="width: 50%; vertical-align: top;"> Pretest Start: Recruitment Start: 07/23/2020 GIT Start: SS Train End: 11/24/2020 DC End: 11/03/2022 </td> </tr> </table>				PreProduction Start: 04/01/2020 Pretest End: Staffing Completed: 10/01/2020 SS Train Start: 11/18/2020 DC Start: 11/09/2020	Pretest Start: Recruitment Start: 07/23/2020 GIT Start: SS Train End: 11/24/2020 DC End: 11/03/2022
PreProduction Start: 04/01/2020 Pretest End: Staffing Completed: 10/01/2020 SS Train Start: 11/18/2020 DC Start: 11/09/2020	Pretest Start: Recruitment Start: 07/23/2020 GIT Start: SS Train End: 11/24/2020 DC End: 11/03/2022					
Other Project Team Members:	Heather Schroeder, Paul Burton, Ryan Yoder, Keith Liebetreu, Becky Loomis, Cheng Zhou, Andrew Piskorowski, Rose Zdybel, Lamont Manley, Lisa Van Havermaet, Stephanie Windisch, Youhong Liu, Peter Sparks, Pam Swanson, Andrew Hupp, Jim Rodgers, Kyle Goodwin, Marcus Blough, Nick Hinkle-DeGroot, Pete Westhead, Maureen O'Brien					

Other Project Names:	STARRS-LS Continuation
Sample Mgmt Sys	MSMS
Data Col Tool	Blaise 5
Hardware	Laptop; Desktop; [UM cell] Phone
DE Software	N/A
QC Recording Tool	Other (Blaise CARI)
Incentive	Yes, R
Administration	SRO Group
Payment Type	Check, post (\$50-\$100)
Payment Method	Check through other system (MSMS)

Report Period	May, 2022 (STARRS-LS Waves 3 & 4)	Project Phase	Implementing
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Risk Level	<i>Some Concerns</i>
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Monthly Update	<ul style="list-style-type: none"> <input type="checkbox"/> We have released twelve replicates (12,908 sample lines) and completed 9,506 interviews as of June 2. We continued to investigate and mitigate reasons for lower observed response rates in later replicates. <input type="checkbox"/> We worked on programming specifications and IRB documentation for the Wave 4 instrument. <input type="checkbox"/> The team discussed appropriate system and software versions for use in Wave 4, as well as improvements and efficiencies related to technical design for sample management. <input type="checkbox"/> The Year 2 Annual Report was sent to USUHS. <input type="checkbox"/> We continued bi-weekly meetings with M&RA to coordinate Safety Plan and respondent locating activities. <input type="checkbox"/> We worked with ICPSR to gather information to create a combined budget for adding the biosample flags, administrative variables and inventory document to the ICPSR public holdings. <input type="checkbox"/> The U-M Office of Research and Sponsored Projects (ORSP) received the Year 3 pre-award spending authorization (letter of intent to fund) from HJF. <input type="checkbox"/> IRB: <ul style="list-style-type: none"> <input type="checkbox"/> The amendment for Wave 4 was submitted to the U-M IRB. <input type="checkbox"/> The USUHS IRB provided concurrence for the current STARRS-LS protocol continuing review. <input type="checkbox"/> Annual Security Controls Review: All Information Assurance (IA) documentation was transferred to AAG. <input type="checkbox"/> Annual NDI data request: During May, the Repeat Request form was under review, awaiting signature at USUHS. <input type="checkbox"/> We provided support for multiple analyst/biomarker group requests.
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Special Issues

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

- We took steps to investigate and mitigate reasons for lower observed response rates:
 - o We extended the field period for Replicate 11 by nine days.
 - o We trained three new interviewers to mitigate interview staffing shortages.
 - o We monitored email open rates to check if they were lower than normal. (They were not).
 - o Previously, we had stopped sending emails to the @us.army.mil email addresses because they returned as "blocked" and M&RA confirmed they were no longer functional. We reinstated emailing to these addresses in case they were actually functional or being forwarded elsewhere.
 - o The Army is undergoing an email transition from @mail.mil to @army.mil. In case this has caused a problem in our being able to reach respondents, we asked M&RA for help with looking up the Replicate 12 Army sample lines to identify individuals who have new Army email addresses.
- To date, our projected costs for Waves 3 and 4 are higher than anticipated (see Table 4). Areas for the increased cost estimates include a longer survey instrument time for CATI and associated costs for recruiting and interviewing respondents, increased hours for programming instrument changes, and an increase in SRO interviewer base pay rates due to higher than expected inflation. The current Wave 4 projections assume an instrument length similar to that of Wave 3. If the Wave 4 survey involves longer CATI administration times, the Wave 4 production costs will increase. We will know more after having completed three or four Wave 4 replicates. In general, we continue to monitor the situation closely.
- We are receiving more anecdotal reports of respondents saying the token of appreciation isn't enough to make participation in the survey worth their while. Some are individuals who received \$100 last time, and are still in phases offering \$50. For others, the dollars are not enough for the time involved. We are mindful that Wave 4 response rates may be negatively affected by respondents' experience with the longer Wave 3 survey (even without additional W4 content). If the first few replicates of Wave 4 yield lower than expected response rates, we will propose implementing an incentive experiment of, most likely, \$75 and \$150 dollars for approximately three replicates. We will want to explore whether an incentive increase is merited (especially if there are further waves of data collection).
- Wave 3 Challenges
 - o Wave 3 consent review and approval process – these risks were described in a September 30, 2020 memo to M&RA.
 - The DHA Privacy Board has approved the DSA modification for the MHS HIPAA form; however, we will not receive any sort of VA prior approval. With the VA, we could be in a situation where we employ a VA HIPAA authorization form that ends up not being acceptable to the VA when it comes time to request health records data for linkage. While unlikely, it's also possible the approved MHS HIPAA form might not be acceptable to the providers of those data.
 - The risk related to the VA not having reviewed the HIPAA form prior to production was highlighted in the June 15, 2021 GSC meeting when a question was raised as to whether the VHA HIPAA consent language would allow access to VBA data.
- Enclave Support
 - o We continue to monitor priorities for Enclave support. We balance the primary Enclave support work with a number of more complex biomarker data support requests, which are outside of the reduced Enclave team scope in the STARRS-LS contract. We prioritize the primary work above other requests in accordance with project goals and to remain within budget/scope. As a result, the biomarker data support requests can take longer to service. As long as requestors are ok with this arrangement, we can continue to manage the work and priorities in this fashion.
- Scope additions
 - o There are a few cost estimates for new scope that have yet to be made (Table 5 above). As decisions are made, we will work with the research team to schedule and implement this work.
 - o We have received some information on additional public use data releases, including release to the NIH National Data Archive. Several unknowns need to be clarified before we can finalize our scope and cost estimates and determine what staffing will be needed for this work.

Cost
Apr 30, 2022

Total Cost to Date (Direct + Indirect):	4,740,185.78
Estimated Cost at Completion (E\$AC):	13,001,153.76
Total Budget:	12,809,390.00
Variance (Budget minus E\$AC):	-191,763.76
Reason For Variance:	After making updates to the projections, the overall overrun stayed about the same as last month (\$191,764 compared to last month's \$192,214).

Projections
Apr 30, 2022

Dollars Projected For Month:	245,232.97
Actual Dollars Used:	177,976.74
Variance (Projected minus Actual):	67,256.23
Reason For Variance:	We spent significantly less than projected. The variance was due to an error in the ISR business office that caused RPay checks to not post (about \$26,000 direct for STARRS-LS), and staff members being stretched and not able to spend the projected hours on STARRS.

Measures	Units Complete	RR	HPI
	<i>Current Goal:</i>	83.8	8.9
	<i>Goal at Completion:</i>	83	8
	<i>Current actual:</i>	77.4	10.1
	<i>Estimate at Complete:</i>	78	10
	<i>Variance:</i>	5	-2

Other Measures

Project Name	(VCT) Video Communication Technologies in Survey Data Collection				
Project Mode	Primary: Mixed Total of Modes: 3				
Project Type	Sponsored Projects			Project Status	Current
Budget	Direct Budget:	241,958.00	Indirect Budget:	135,497.00	Total Budget: 377,455.00
Principal Investigator/Client	Dr. Frederick G. Conrad (University of Michigan) Dr. Michael F. Schober (The New School)				
Funding Agency	National Science Foundation				
IRB	HUM#:	HUM00159711	Period Of Approval:	Exempt	
Project Team	Project Lead:	Andrew L Hupp			
	Budget Analyst:	Dean E Stevens			
	Production Manager:	Pooja Varma-Laughlin			
	Senior Project Advisor:	Nicole G Kirgis			
	Production Manager:				
Proposal #:	no data				
Description:	<p>This research project will examine data quality, participation, respondent experience, and costs in two promising but not yet widely deployed survey modes that use off-the-shelf video technology and are less costly than face to face (FTF) interviews: video-mediated (VM) interviews (live two-way communication via platforms like Skype) and video self-administered (VS) interviews, in which video-recorded interviewers ask the questions and respondents answer by typing or clicking. This project will compare these measures of data quality and costs in VM and VS interviews carried out by the same professional interviewers and in conventional online (textual) self-administered questionnaires, asking the same survey questions to members of a representative sample who are randomly assigned to one of these three modes. Because VM is synchronous and "live" like face-to-face (FTF) interviewing, and VS is asynchronous and recorded but still projects a human face, the project's comparisons will provide new insights regarding how these decomposable aspects of human contact affect behavior and experience in surveys. The project's results will reveal the extent to which, and for whom, less costly interaction (live but remote vs. recorded) with an interviewer promotes engagement and data quality comparable to what is found in similar FTF interviews. More generally, the findings will address when and in what ways modern communication modes that reduce social presence and are less personal might be equal to or even more effective than FTF interaction. Findings from this project will provide valuable information relevant to the future of survey measurement and will be of interest to survey researchers in the Federal statistical system and other survey organizations.</p> <p>Even as survey data continue to be central to public policy and decision-making, survey measurement is challenged by declining response rates, increasing costs, declining trust in survey organizations, and rapidly changing communication habits among the public. Understanding how video technologies could fit into the future of survey data collection is important both because it may meet potential respondents "where they live" and because it may provide a significantly lower cost alternative to FTF interviewing. There is even the potential to reach some members of the public whose location makes FTF interviewing difficult or expensive, but who may well be able to participate in a video interview (e.g., people who live in remote rural areas or members of the military deployed overseas). In comparing data quality across these three survey modes, the project will quantify participation rates, connectivity problems, respondent compliance with the video interviewing protocol, conscientious responding (giving precise answers to numerical questions, thoughtfully differentiating answers), and disclosure of sensitive information. The project will measure the potential impact of individual interviewers, feelings of engagement with the interview, rapport with the interviewer, and respondent satisfaction. The project also will allow assessment of data collection costs across these modes. Access to and use of video technologies are not universal, and even among those with access some are willing to engage in video interaction while others are reluctant. The project will begin to address whether and how the effects of video technologies on survey data collection differ for participants with different levels of prior experience and preference for using the technologies.</p>				
SRO Project Period	09/2018 - 04/2021				
Data Col Period	08/2019 - 11/2019				
Security Plan	NA				

Milestone Dates**PreProduction Start:****Pretest End:****Staffing Completed:****SS Train Start:****DC Start:** 10/29/2019**Pretest Start:****Recruitment Start:****GIT Start:****SS Train End:****DC End:** 04/01/2020**Other Project****Team Members:**

Kallan Larsen - PSM MS Student
 Ai Rene Ong - PSM PhD Student
 Tianheao Wang - PSM MS Student
 Kevin Jensen (TSG) - portal/Blaise programming
 Shanti Suresh, Matt Hanger, & Laura Yoder (TSG) - data management
 Kyle Goodman - MSMS set-up programming
 Jim Rodgers - MSMS consultation
 Brady West - Research Associate Professor, Survey Research Center
 Video Communication Technologies

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

MSMS
 Blaise 5
 Desktop; Other (Webcam, USB headset)
 N/A
 N/A
 Yes, R
 SRO Group; Other (CloudResearch (TurkPrime))
 Cash, prepaid (\$2); Other (ABS=\$2 giftcode -> prepaid; \$20/\$22 giftcode -> post)
 Imprest Cash Fund from ISR Business Office; Other (TurkPrime (now CloudResearch))

Report Period

May, 2022 (VCT)

Project Phase

Closing

Risk Level

On Track

Monthly Update

The team revised the first methods paper and submitted to Methods, Data, Analyses (MDA) (A online, open-access journal published by GESIS) in February. MDA reviewed the paper and have asked for some edits. The team will work on revisions in May.

The interview effects paper came out as an advance article at JSSAM in December 2021. The survey data sets will be made publicly available via openICPSR.

Kallan is working on the recruitment and participation paper. She is also documenting the R code for eventual release as part of the documentation at ICPSR.

Andrew and Kallan are working on a paper on respondent burden that will use some data from the video project.

Kallan is updating ownership of any items she is the owner of on Google Drive.

Special Issues**Cost**

Jun 07, 2022

Total Cost to Date (Direct + Indirect): 376,960.01
Estimated Cost at Completion (E\$AC): 376,960.01
Total Budget: 377,455.00
Variance (Budget minus E\$AC): 494.99

Reason For Variance:

VM costs are on target. The current cost projections for the MiCDA Analysis account are below.

The cost information for the MiCDA analysis funds are:

Total Budget: \$30,089.00

Total Cost to Date: \$29,994.33

Estimated cost at completion: \$29,994.33

Variance: \$94.67

The cost information for the MiCDA supplement funds are:

Total Budget: \$54,207

Total Cost to Date: \$54,118.00

Estimated cost at completion: \$54,118.00

Variance: \$89.00

Projections
Jun 07, 2022

Dollars Projected For Month:

0.00

Actual Dollars Used:

2,321.65

Variance (Projected minus Actual):

-2,321.65

Reason For Variance:

There was a timesheet error in April that was corrected and processed in May.

Measures

	Units Complete	RR	HPI
Current Goal:	855	20%	
Goal at Completion:	855		
Current actual:	1,109	12.5%	
Estimate at Complete:			
Variance:			

Other Measures

Project Name (WCJ -Remote Pilot) Woodcock-Johnson Remote Administration Pilot

Project Mode Primary: Telephone

Project Type Sponsored Projects **Project Status** Current

Budget **Direct Budget:** 65,472.00 **Indirect Budget:** 36,667.00 **Total Budget:** 102,139.00

Principal Investigator/Client Narayan Sastry (U of M/ISR/SRC)
Paula Fomby (U of M/ISR/SRC)

Funding Agency

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

Project Team **Project Lead:** Hongyu Johnson
Budget Analyst: Megan Gomez-Mesquita
Production Manager: Veronica Connors-Burge
Senior Project Advisor: Stephanie A Chardoul
Production Manager:
Production Manager:

Proposal #: no data

Description: The goal of this project is to remotely administer the Woodcock Johnson Tests of Cognitive Abilities, in the form of a Pilot test, to Respondents in their home. A tablet computer will be used to electronically display the pages of the Woodcock Johnson assessment tool to the Respondent while an SRO interviewer communicates via a video link (Zoom) on a laptop. The tablet will be sent to the Respondent's home in advance of the administration, including a pre-paid return mailer to be shipped back to us.

The current effort includes 2 components:

- 1) Technical system development and testing
- 2) Pre-test (n=20 families) to test system and feasibility

Currently, we are still working on the technical system development and testing (Component 1). We are planning to start the Pre-test (Component 2) in early 2022 (~02/01/2022-02/28/2022).

SRO Project Period 07/2021 - 05/2022

Data Col Period 02/2022 - 03/2022

Security Plan NA

Milestone Dates

PreProduction Start: 07/01/2021

Pretest End: 03/05/2022

Staffing Completed:

SS Train Start:

DC Start:

Pretest Start: 02/01/2022

Recruitment Start:

GIT Start:

SS Train End:

DC End:

Other Project

Team Members: Stephanie Chardoul - SRO SPA
Sarah Crane - Survey Director (Project Consultant)
Helen (Hongyu) Johnson - Lead Project Manager
Ann Vernier - SRO staff
Veronica Connors-Burge - Production Manager
Youhong Liu - Blaise Programmer
John Gawlas - HelpDesk
David Bolt - HelpDesk
Russ Stark - SSL Staff

Other Project**Names:**

Sample Mgmt Sys NA
Data Col Tool NA
Hardware Laptop; Desktop; Tablet; [UM cell] Phone
DE Software NA
QC Recording Tool NA
Incentive NA
Administration NA
Payment Type NA
Payment Method NA

Report Period May, 2022 (WCJ -Remote Pilot) **Project Phase** Closing

Risk Level On Track

Monthly Update

Project Management:

- Continue to communicate with the PI team and the SRO Admin team on budget
- Completed the final delivery including the scoring data and the project final report to the PI team

Technical System Development and Testing (Component 1): Completed

Hire and Recruitment:

- Completed in Jan 2022

Training

- Completed in Jan 2022

Production

- Completed in March 2022

Special Issues

Cost

May 31, 2022

Total Cost to Date (Direct + Indirect):	82,686.51
Estimated Cost at Completion (E\$AC):	82,686.51
Total Budget:	102,139.00
Variance (Budget minus E\$AC):	19,452.49
Reason For Variance:	The project ended in May. There are no additional projections on this project . This underrun is due to a variety of staff working less hours and the efficiencies from the production.

Projections

May 31, 2022

Dollars Projected For Month:	2,767.47
Actual Dollars Used:	2,883.96
Variance (Projected minus Actual):	-116.49
Reason For Variance:	The project ended in May. Actual costs hit in May as anticipated, with a couple additional un-projected help desk hours as a result of a small overrun amount. But we have underrun amount overall.

Measures

	Units Complete	RR	HPI
Current Goal:	30		
Goal at Completion:	30		
Current actual:	32		
Estimate at Complete:	30		
Variance:	2		

Other Measures

Survey Research Operations

Monthly Project Report

Development Initiative and No Data Collection Projects

May 2022



Developmental Initiatives

TSME22-Blaise 5 Testing

TSME22-SRO SYS MAINTENANCE-GENERAL

TSME22-Day in the Life Videos

TSME22-DCO Tech System Support

TSME22-WebTrak/WebLog ColdFusion Server Upgrade

TSME22-PIPPA 2.0

TSME22-QC-Systems

TSME22-Self-Scheduling Interface for MSMS

TSME22-ST international

Developmental/Initiative Projects Dashboard

NonArchived Development Initiative and No-DataCol Projects								
Project	Type	Phase	Project Lead	Jan	Feb	Mar	Apr	May
<i>TSME 22-Blaise 5 Testing (423562)</i>	Initiatives	Initiation	Gina-Qian Yang Cheung					
<i>TSME SRO SYS MAINTENANCE-GENERAL (483910)</i>	Initiatives	Implementing	Jeffrey L Smith					
<i>TSME22 Day in the life of Video</i>	Initiatives	Closing	Vivienne Y Outlaw					
<i>TSME22 DCO Tech System Support FY22</i>	Initiatives	Implementing	Vivienne Y Outlaw					
<i>TSME22 WebTrak/WebLog CF Upgrade (425197)</i>	Initiatives	Initiation	Hueichun Peng					
<i>TSME22-PIPPA</i>	Initiatives	Implementing	Mark Simonson					
<i>TSME22-QC-Systems (483249)</i>	Initiatives	Implementing	Sarah Elisa Broumand					
<i>TSME22-SelfSchedUI (483424)</i>	Initiatives	Planning	Andrew L Hupp					
<i>TSME22-ST international (483227)</i>	Initiatives	Initiation	Gina-Qian Yang Cheung					

Project Name (TSME 22-Blaise 5 Testing (423562)) TSME 22-Blaise 5 Testing (423562)

Project Mode Primary: Not Available

Project Type Developmental Initiatives **Project Status** Current

Budget *Direct Budget:* 30,000.00 *Indirect Budget:* 0.00 *Total Budget:* 30,000.00

Principal Investigator/Client

Funding Agency

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

Project Team *Project Lead:* Gina-Qian Yang Cheung

Budget Analyst: Janelle P Cramer

Production Manager:

Senior Project Advisor:

Production Manager:

Production Manager:

Proposal #: no data

Description: this project for testing Blaise new features

SRO Project Period 08/2021 - 06/2022

Data Col Period

Security Plan NA

Milestone Dates

PreProduction Start:

Pretest End:

Staffing Completed:

SS Train Start:

DC Start:

Pretest Start:

Recruitment Start:

GIT Start:

SS Train End:

DC End:

Other Project

Team Members:

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 May, 2022 (TSME 22-Blaise 5 Testing (**Project Phase** Initiation

Risk Level On Track

Monthly Update Work on a few of Blaise 5 related issues

Special Issues na

Cost *Total Cost to Date (Direct + Indirect):* 11,929.37

Jun 10, 2022 *Estimated Cost at Completion (E\$AC):* 14,583.48

Total Budget: 30,000.00

Variance (Budget minus E\$AC): 15,416.52

Reason For Variance: need to work on new server testing

Projections
Jun 10, 2022

Dollars Projected For Month: 2,654.11
Actual Dollars Used: 951.31
Variance (Projected minus Actual): 1,702.80
Reason For Variance: testing

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	(TSME SRO SYS MAINTENANCE-GENERAL (483910)) TSME SRO SYS				
Project Mode	MAINTENANCE-GENERAL(483910)				
Project Type	Developmental Initiatives	Project Status	Current		
Budget	Direct Budget: 20,000.00	Indirect Budget: 0.00	Total Budget: 20,000.00		
Principal Investigator/Client					
Funding Agency					
IRB	HUM#:	Period Of Approval:			
Project Team	Project Lead:	Jeffrey L Smith			
	Budget Analyst:	Janelle P Cramer			
	Production Manager:				
	Senior Project Advisor:	Gregg Peterson			
	Production Manager:				
	Production Manager:				
Proposal #:	no data				
Description:	This project will be used to support all maintenance/ enhancement needs for applications or systems directly related to the Surveytrak Production database which would include Surveytrak, ST Administration, SRS RT and RCLS to name a few.				
SRO Project Period	07/2021 - 06/2022				
Data Col Period					
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:	Marsha Skoman Pam Swanson Ashwin Dey Jeff Smith Sys Maint General				
Other Project Names:					
Sample Mgmt Sys	SurveyTrak				
Data Col Tool	NA				
Hardware	NA				
DE Software	NA				
QC Recording Tool	NA				
Incentive	Not used				
Administration	NA				
Payment Type	NA				
Payment Method	NA				

Report Period	May, 2022 (TSME SRO SYS MAINTEN	Project Phase	Implementing
Risk Level	On Track		
Monthly Update	During the month of May: <ul style="list-style-type: none"> • Meetings <ul style="list-style-type: none"> o PowerBuilder developer meetings o Related to merging observations with MSMS team members. • We had some issues with HRS Screener staff receiving emails from RCLS. Modifications have been made to RCLS. • The SSL was experiencing recording problems with DRI in specific carrels where the Blaise window would be slightly "truncated" 		

- A few modifications were made to Surveytrak Admin
- Review and released a new DRI mover app

Special Issues**Cost**

Total Cost to Date (Direct + Indirect): 14,795.38
Estimated Cost at Completion (E\$AC): 21,929.38
Total Budget: 20,000.00
Variance (Budget minus E\$AC): -1,929.38
Reason For Variance: Currently in implementation stage.

Projections

Dollars Projected For Month: 1,426.80
Actual Dollars Used: 1,308.05
Variance (Projected minus Actual): 118.75
Reason For Variance: We are projecting an under-run

Measures

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

Other Measures

Project Name (TSME22 Day in the life of Video) TSME22-Day in the Life Videos (425201)

Project Mode Primary: Not Available

Project Type Developmental Initiatives **Project Status** Current

Budget *Direct Budget:* 12,500.00 *Indirect Budget:* 0.00 *Total Budget:* 12,500.00

Principal Investigator/Client

Funding Agency

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

Project Team *Project Lead:* Vivienne Y Outlaw

Budget Analyst: Carl S Remmert

Production Manager:

Senior Project Advisor:

Production Manager:

Production Manager:

Proposal #: no data

Description: Funding to be used to update the Day in the Life videos for both the field and SSL.

SRO Project Period 07/2021 - 06/2022

Data Col Period

Security Plan NA

Milestone Dates

PreProduction Start:

Pretest End:

Staffing Completed:

SS Train Start:

DC Start:

Pretest Start:

Recruitment Start:

GIT Start:

SS Train End:

DC End:

Other Project Russ Stark

Team Members: Barb Homburg

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 May, 2022 (TSME22 Day in the life of V **Project Phase** Closing

Risk Level On Track

Monthly Update Work on the field day in the life video has been completed

Special Issues

Cost *Total Cost to Date (Direct + Indirect):* 12,440.47

Jun 10, 2022 *Estimated Cost at Completion (E\$AC):* 12,440.47

Total Budget: 12,500.00

Variance (Budget minus E\$AC): 59.53

Reason For Variance: work completed under budget

Projections
Jun 10, 2022

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

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 (TSME22 DCO Tech System Support FY22) TSME22-DCO Tech System Support (483248)

Project Mode Primary: Not Available

Project Type Developmental Initiatives **Project Status** Current

Budget *Direct Budget:* 30,000.00 *Indirect Budget:* 0.00 *Total Budget:* 30,000.00

Principal Investigator/Client

Funding Agency

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

Project Team *Project Lead:* Vivienne Y Outlaw

Budget Analyst: Carl S Remmert

Production Manager: Hueichun Peng

Senior Project Advisor: Gregg Peterson

Production Manager:

Production Manager:

Proposal #: no data

Description: This includes all the support and development work for a suite of tech systems DCO uses, including Fred, Recruitment Website, Iwer Web Site, etc.

SRO Project Period 07/2021 - 06/2022

Data Col Period

Security Plan NA

Milestone Dates

PreProduction Start:

Pretest End:

Staffing Completed:

SS Train Start:

DC Start:

Pretest Start:

Recruitment Start:

GIT Start:

SS Train End:

DC End:

Other Project Max Malhotra

Team Members: Shaowei Sun

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 May, 2022 (TSME22 DCO Tech System **Project Phase** Implementing

Risk Level Some Concerns

Monthly Update

1. Worked on DCSR Job Applicant Candidate Portal Module
2. Continued to work on Iwer WebSite migration to WordPress. Max investigates different programming options to add those special programming modules to WordPress platform.
3. Added ProjectName_Official for ODS Assignment protocol.
4. Met with Dave Bolt to touch base on the FootPrint interface to prepare for TeamDynamics migration.
5. Cleaned up the Manager list for EMS module.

Special Issues

Cost
Jun 10, 2022

Total Cost to Date (Direct + Indirect): 31,641.49
Estimated Cost at Completion (E\$AC): 33,744.53
Total Budget: 30,000.00
Variance (Budget minus E\$AC): -3,744.53
Reason For Variance: More work needed to support DCO systems than included in the budget.
 This included work to track vaccination requirements as well as updates for recruitment.

Projections
Jun 10, 2022

Dollars Projected For Month: 2,103.04
Actual Dollars Used: 5,746.40
Variance (Projected minus Actual): -3,643.36
Reason For Variance: Major update to DCSR needed to support recruitment.

Measures

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

Other Measures

Project Name (TSME22 WebTrak/WebLog CF Upgrade (425197)) TSME22-WebTrak/WebLog ColdFusion Server
Project Mode Upgrade (425197)
Project Type Developmental Initiatives **Project Status** Current
Budget *Direct Budget:* 5,000.00 *Indirect Budget:* 0.00 *Total Budget:* 5,000.00

Principal Investigator/Client

Funding Agency

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

Project Team *Project Lead:* Hueichun Peng
Budget Analyst: Carl S Remmert
Production Manager: HollyJoyce Stewart Ackerman
Senior Project Advisor: Gregg Peterson
Production Manager:
Production Manager:

Proposal #: no data

Description: This initiative plans to upgrade the CF server for Web Logging and PIPPA.

SRO Project Period 07/2021 - 06/2022

Data Col Period

Security Plan Yes

Milestone Dates

<i>PreProduction Start:</i>	<i>Pretest Start:</i>
<i>Pretest End:</i>	<i>Recruitment Start:</i>
<i>Staffing Completed:</i>	<i>GIT Start:</i>
<i>SS Train Start:</i>	<i>SS Train End:</i>
<i>DC Start:</i>	<i>DC End:</i>

Other Project

Team Members:

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 May, 2022 (TSME22 WebTrak/WebLog **Project Phase** Initiation

Risk Level On Track

Monthly Update This project is closed.. minimal checking is done this month

Special Issues

Cost
Jun 10, 2022 *Total Cost to Date (Direct + Indirect):* 8,208.91
Estimated Cost at Completion (E\$AC): 8,699.23
Total Budget: 5,000.00
Variance (Budget minus E\$AC): -3,699.23
Reason For Variance: na

Projections
Jun 10, 2022

Dollars Projected For Month: 490.32
Actual Dollars Used: 477.89
Variance (Projected minus Actual): 12.43
Reason For Variance: na

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 (TSME22-PIPPA) PIPPA 2.0 (425198)

Project Mode Primary: Not Available

Project Type Developmental Initiatives **Project Status** Current

Budget **Direct Budget:** 18,174.00 **Indirect Budget:** 0.00 **Total Budget:** 18,174.00

Principal Investigator/Client

Funding Agency

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

Project Team **Project Lead:** Mark Simonson

Budget Analyst: Carl S Remmert

Production Manager:

Senior Project Advisor:

Production Manager:

Production Manager:

Proposal #: no data

Description: FY22 work on PIPPA. Overall goal is to enhance metrics by project and incorporate SurveyTrak projects into the PIPPA system.

SRO Project Period 07/2020 - 06/2021

Data Col Period

Security Plan NA

Milestone Dates

PreProduction Start:

Pretest End:

Staffing Completed:

SS Train Start:

DC Start:

Pretest Start:

Recruitment Start:

GIT Start:

SS Train End:

DC End:

Other Project Sarah Broumand, Cheng Zhou, Andrew Piskorowski

Team Members:

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 May, 2022 (TSME22-PIPPA) **Project Phase** Implementing

Risk Level Some Concerns

Monthly Update Minimal work in May 2022 due to resources working on other projects. Plan is to get SurveyTrak data moved over in June.

Special Issues

Cost **Total Cost to Date (Direct + Indirect):** 14,812.48

Jun 15, 2022 **Estimated Cost at Completion (E\$AC):** 14,812.48

Total Budget: 18,174.00

Variance (Budget minus E\$AC): 3,361.52

Reason For Variance: Resources not available

Projections
Jun 15, 2022

Dollars Projected For Month: 0.00
Actual Dollars Used: 1,501.12
Variance (Projected minus Actual): -1,501.12
Reason For Variance: Unsure

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 (TSME22-QC-Systems (483249)) TSME22-QC-Systems (483249)

Project Mode Primary: Not Available

Project Type Developmental Initiatives **Project Status** Current

Budget *Direct Budget:* 30,000.00 *Indirect Budget:* 0.00 *Total Budget:* 30,000.00

Principal Investigator/Client

Funding Agency

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

Project Team *Project Lead:* Sarah Elisa Broumand

Budget Analyst: Carl S Remmert

Production Manager:

Senior Project Advisor: Gina-Qian Yang Cheung

Production Manager:

Production Manager:

Proposal #: no data

Description: Project used to maintain and further develop Current QC systems such as OLIVE

SRO Project Period 07/2022 - 06/2022

Data Col Period

Security Plan NA

Milestone Dates

PreProduction Start:

Pretest End:

Staffing Completed:

SS Train Start:

DC Start:

Pretest Start:

Recruitment Start:

GIT Start:

SS Train End:

DC End:

Other Project Team Members: Shaowei Sun, Mark Simonson, LihShwu Key, Andrew P, Hueichun Peng, Larry Daher

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 May, 2022 (TSME22-QC-Systems (483 **Project Phase** Implementing

Risk Level On Track

Monthly Update Continuing finalizing development for the inter rater reliability feature in Olive. Demo is due last week of June. Most of the remaining hours on this project will be to cover the programming time for this as well as some reporting that has been backlogged for a long time.

Special Issues

Cost *Total Cost to Date (Direct + Indirect):* 23,978.26

May 31, 2022 *Estimated Cost at Completion (E\$AC):* 26,358.88

Total Budget: 30,000.00

Variance (Budget minus E\$AC): 3,641.12

Reason For Variance: minimal variance

Projections
May 31, 2022

Dollars Projected For Month: 5,556.82
Actual Dollars Used: 1,814.39
Variance (Projected minus Actual): 3,742.43
Reason For Variance: minimal 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 (TSME22-SelfSchedUI (483424)) Self-Scheduling Interface for MSMS

Project Mode Primary: Not Available

Project Type Developmental Initiatives **Project Status** Current

Budget *Direct Budget:* 10,000.00 *Indirect Budget:* 0.00 *Total Budget:* 10,000.00

Principal Investigator/Client

Funding Agency

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

Project Team *Project Lead:* Andrew L Hupp
Budget Analyst: Megan Gomez-Mesquita

Production Manager:

Senior Project Advisor:

Production Manager:

Production Manager:

Proposal #: no data

Description: This technical initiative will continue the work of the respondent facing scheduling interface that wasn't able to be completed the prior fiscal year. In the prior fiscal the basic scheduling tool was created. The current remaining work centers around creating the manager side interface to be able to set parameters and the resulting data MSMS will need to provide the Blaise scheduler. Most of the development work is on the MSMS side to build and interface and the aggregation of data to pass to Blaise to use to determine which appointment slots can be shown on the screen. This budget is for the Blaise side of the work, not the MSMS portion.

SRO Project Period 07/2021 - 06/2020

Data Col Period

Security Plan NA

Milestone Dates

PreProduction Start:

Pretest End:

Staffing Completed:

SS Train Start:

DC Start:

Pretest Start:

Recruitment Start:

GIT Start:

SS Train End:

DC End:

Other Project James Rodgers - Tech Lead

Team Members: Holly Ackerman - Developer (MSMS API and other appointment related work)

Peter Sparks - Developer (R facing page)

Other Project

Names:

Sample Mgmt Sys NA

Data Col Tool Blaise 5

Hardware NA

DE Software N/A

QC Recording Tool N/A

Incentive Not used

Administration N/A

Payment Type N/A

Payment Method N/A

Report Period May, 2022 (TSME22-SelfSchedUI (483- **Project Phase** Planning

Risk Level On Track

Monthly Update Nothing to report on the work to be done. The work will occur in the next fiscal year and will be largely on Andrew P. and Mark.

Andrew H. met with Gregg, Andrew, Andrew P., Mark, Peter and Jim to discuss how we might use ODS and what work (effort) might need to be done to modify the flow to only write data to MSMS (Blaise is already doing that), and "ask" ODS for the currently scheduled appointments and to have ODS summarize the appointment data to

determine which times/days/dates to show as available in the interface for the respondent. The manager interface will also be discussed to determine how the manager defines their parameters (# of appointment slots, iw length, blackout days, etc.). Andrew H. and Jim sent Mark and Andrew P. parameters and business rules so they could provide an estimate for how long it might take them. This work will be done in FY23.

Special Issues

Cost
Jun 08, 2022

Total Cost to Date (Direct + Indirect):	1,841.46
Estimated Cost at Completion (E\$AC):	9,920.34
Total Budget:	10,000.00
Variance (Budget minus E\$AC):	79.66
Reason For Variance:	Projections will need to be redone in the next fiscal year.

Projections
Jun 08, 2022

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 (TSME22-ST international (483227)) TSME22 - ST international (483227)

Project Mode Primary: Not Available

Project Type Developmental Initiatives **Project Status** Current

Budget *Direct Budget:* 40,000.00 *Indirect Budget:* 0.00 *Total Budget:* 40,000.00

Principal Investigator/Client

Funding Agency

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

Project Team *Project Lead:* Gina-Qian Yang Cheung

Budget Analyst: Janelle P Cramer

Production Manager:

Senior Project Advisor:

Production Manager:

Production Manager:

Proposal #: no data

Description: this is a continued effort for ST international work

SRO Project Period 01/1996 - 01/1996

Data Col Period

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 many members

Team Members:

Other Project ST international (483227)

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 May, 2022 (TSME22-ST international (**Project Phase** Initiation

Risk Level On Track

Monthly Update added new features in FUM

Special Issues

Cost *Total Cost to Date (Direct + Indirect):* 33,166.89

Jun 10, 2022 *Estimated Cost at Completion (E\$AC):* 37,856.30

Total Budget: 40,000.00

Variance (Budget minus E\$AC): 2,143.70

Reason For Variance: na

Projections
Jun 10, 2022

Dollars Projected For Month: 4,689.41
Actual Dollars Used: 8,066.27
Variance (Projected minus Actual): -3,376.86
Reason For Variance: na

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