Survey Research Operations

Monthly Project Report

Sponsored Data Collection Projects and Development Initiative

March 2024

Sponsored Data Collection Projects and Development Initiative Projects

(ANES 2024) American National Election Studies - 2024

(BFY) Baby's First Years

(BHM Library Project) Developing a Model of Black History Month Programming in Public Libraries

(CAMS 2023) HRS 2023 Consumption and Activity Mail Study

(Care & Help Study) Caregiving, Complex Family and Kinship Ties, and Alzheimer's Disease and Related Dementias (ADRD)

(CARE Military) Concussion Assessment, Research and Education (CARE) Consortium 2022 - Military

(CARE SALTOS MTEC) Concussion Assessment, Research and Education (CARE) Consortium 2022

(CCS) Community College Survey

(Health and Well Being in SE MI) Detroit Aging and Memory Project (formerly Health and Wellbeing in Southeast Michigan)

(HRS 2022 Panel & Baselines) Health and Retirement Study 2022 Main Interviews

(HRS 2024) Health and Retirement Study 2024

(HRS2022-Screening) HRS 2022 - Screening

(IHDS3) India Human Development Survey Wave 3

(LHMS 2023 Fall) Life History Mail Study Fall 2023

(LHMS 2023 Spring) Life History Mail Study Spring 2023

(MI CReSS (Year 3 & 4)) Michigan COVID-19 Recovery Surveillance Cohort Study

(MTF Base Year 2022_27) Monitoring the Future Base Year 2022-2027

(MTF Early Panel Pilot) Monitoring the Future: A Cohort-Sequential Panel Study of Drug Use, Ages 19-65 - Administrative Supplement #1 (8/10th Grade Panel)

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

(NDWS) National Dementia Workforce Study

(PR-PSID) Puerto Rico Panel Study of Income Dynamics

(PSID CDS 2023) PSID Childhood Development Supplement 2023

(PSID TAS 2023) Transition to Adulthood within its Life Course & Intergenerational Family Context

(PSID23) Panel Study of Income Dynamics Core 2023

(SCA 2024) Surveys of Consumer Attitudes

(SRS 2021) Social Relations 2023

(STARRS-LS Waves 3 & 4) Study to Assess Risk and Resilience in Servicemembers-Longitudinal Study

(TSME24 DCO System Support (483248)) TSME24 DCO System Support (483248)

(TSME24 MSMS performance work (425267)) TSME24 MSMS performance work (425267)

(TSME24 MSMS Working Group (425197)) TSME24 MSMS Working Group (425197)

(TSME24 QC Systems (483249)) TSME24 QC Systems (483249)

(TSME24 SRO System Maintenance - General (483910)) TSME24 SRO System Maintenance - General (483910)

(TSME24 SSL Autoscheduler interface development (42) TSME24 SSL Autoscheduler interface development (423463)

(TSME24 STrak: Migration to SQL Anywhere V17 () TSME24 STrak: Migration to SQL Anywhere V17 (483227)

Sponsored Projects Dashboard

NonArchived Sponsored Projects

Project	Type	Phase	Project Lead	Jan	Feb	Mar
ANES 2024	Sponsored	Implementing	Andrew L Hupp	🟡	🟡	🟡
BFY	Sponsored	Implementing	Piotr Dworak	🟢	🟢	🟢
BHM Library Project	Sponsored	Implementing	Karin Schneider	🟡	🟡	🟢
CAMS 2023	Sponsored	Implementing	Gloria J Baker	🟢	🟢	🟢
Care & Help Study	Sponsored	Implementing	Margaret Lee Hudson	🟢	🟢	🟢
CARE Military	Sponsored	Implementing	Donnalee Ann Grey-Farquharson	🟢	🟢	🟢
CARE SALTOS MTEC	Sponsored	Implementing	Donnalee Ann Grey-Farquharson	🟢	🟢	🟡
CCS	Sponsored	Implementing	Jeffrey Albrecht Jr	🟡	🟢	🟢
Health and Well Being in SE MI	Sponsored	Implementing	Barbara Lohr Ward	🔴	🔴	🔴
HRS 2022 Panel & Baselines	Sponsored	Implementing	Evanthia Leissou	🟢	🟡	🟡
HRS 2024	Sponsored	Planning	Evanthia Leissou	🟡	🟡	🟡
HRS2022-Screening	Sponsored	Implementing	Evanthia Leissou	🟡	🟡	🟡
IHDS3	Sponsored	Implementing	Sarah Elisa Broumand	🟢	🟢	🟢
LHMS 2023 Fall	Sponsored	Implementing	Gary Hein	🟢	🟢	🟢
LHMS 2023 Spring	Sponsored	Implementing	Gary Hein	🟢	🟢	🟢
MI CReSS (Year 3 & 4)	Sponsored	Implementing	Timothy Prand	🟡	🟢	🟢
MTF Base Year 2022_27	Sponsored	Implementing	Rebecca Gatward	🟢	🟢	🟢
MTF Early Panel Pilot	Sponsored	Implementing	Donnalee Ann Grey-Farquharson	🟢	🟢	🟢
MTF Panel 2022-27	Sponsored	Implementing	Donnalee Ann Grey-Farquharson	🟢	🟢	🟢
NDWS	Sponsored	Planning	Margaret Lee Hudson	⬜	🟢	🟢
PR-PSID	Sponsored	Implementing	Camila Kendall	🟡	🟡	🟡
PSID CDS 2023	Sponsored	Implementing	Piotr Dworak	🟢	🟢	🟢
PSID TAS 2023	Sponsored	Implementing	Elizabeth Ohryn	🟢	🟢	🟢
PSID23	Sponsored	Implementing	Rachel Anne Orlowski	🟢	🟡	🟢
SCA 2024	Sponsored	Initiation	William Keating	🟢	🟢	🟢
SRS 2021	Sponsored	Implementing	Barbara Lohr Ward	🔴	🟢	🟢
STARRS-LS Waves 3 & 4	Sponsored	Implementing	Meredith A House	🟢	🟢	🟢

Project Name	(ANES 2024) American National Election Studies - 2024 (Some Concerns)		
Project Mode	Primary: Web Secondary: Face to Face Total of Modes: 3		
Project Type	Sponsored Projects		
Budget	**Direct Budget**: 4,558,724.00	**Indirect Budget:** 2,466,088.00	**Total Budget:** 7,024,812.00
Principal	Nicholas A. Valentino (University of Michigan)		
Investigator/Clients	Shanto Iyengar (Stanford University)		
	D. Sunshine Hillygus (Duke University)		
Funding Agency	National Science Foundation (NSF)		
IRB	***HUM#:*** HUM00226016		***Period of Approval:*** Study is exempt
Project Team	***Project Lead:*** Andrew L Hupp		
	Budget Analyst: William Lokers		
	Production Manager: Theresa Camelo		
	Senior Project Advisor: Grant D Benson		
	Production Manager 1: Margaret Lavanger		
	Production Manager 2: Lisa Van Havermaet		
Proposal #	no data		
Description	The mission of the American National Election Studies (ANES) is to inform explanations of election outcomes by providing data that support rich hypothesis testing, maximize methodological excellence, measure many variables, and promote comparisons across people, contexts, and time. The ANES serves this mission by providing researchers with a view of the political world through the eyes of ordinary citizens. SRO will be conducting the 2024 data collection.		
SRO Project Period	07/2023 - 01/2025		
Data Col Period			
Security Plan	NA		

Milestones		
Pre Production Start: 03/01/2024		***Pretest Start:***
Pretest End:		***Recruitment Start:***
Staffing Complete:		***GIT Start:*** 07/10/2024
SS Train Start: 07/11/2024		***SS Train End:***
DC Start: 08/01/2024		***DC End:*** 12/31/2024

| Other Project Team Members | Erin McSpadden - Project Manager for the methods pilot
Sharon Parker - Production Manager for the methods pilot
Raphael Nishimura - Sampling (pilot and production)
Paul Burton - Sampling and Reporting
Makenna Harrison - Sampling and Reporting
Marsha Skoman - SurveyTrak programming + Tech Lead
Karl Dinkelmann - Blaise oversight + Tech Lead
James Rodgers - MSMS + Tech Lead
Ashwin Dey - WebTrak
Pam Swanson - MSMS set-up programming
Sarah Broumand - PQT and QC set-up
Peter Sparks - Blaise programming
Max Malhotra - Blaise programming
Youhong Liu - Blaise programming
Jude Perillo - Login portal
Hueichun Peng - Self-scheduler
Tony Romanowski - Technical specifications and testing
Andrew Piskorowski - ODS |
|---|---|
| Other Project Name | |
| Sample Mgmt System | SurveyTrak; MSMS |
| Data Col Tool | Blaise 5; Other (PAPI) |
| Hardware | Laptop; [UM cell] Phone; Paper and Pencil |
| DE Software | External vendor (DataForce) |
| QC Recording Tool | Camtasia |
| Incentive | Yes, R |
| Administration | SRO Group |
| Payment Type | Check, post ($25/$40 Escalation to $100); Cash, prepaid ($5/$10); Cash, post (Pre-Election token amount) |
| Payment Method | Interviewer payment of cash (reimbursed/reconciled via Tenrox) |

Report Period	Mar, 2024 (ANES 2024)		Implementing
Risk Level	Some Concerns		

Monthly Updates	The sampling team is working with the project team on the details needs to select SSUs. The plan is to have that ironed out by the end of April.

DCO posted for on-staffers from April 2- April 15. There were 112 applicants for 4 positions (PC, TL, interviewers, and travelers). 14 of those were hired for the April and May HRS trainings and won't be considered. DCO is reviewing the other 98 and will circulate to the other DCO PMs for further comment and possible sharing.

Lisa VH and Grant have been working on timeline revisions with input from Andrew. Andrew, Tony, and Marsha have met to discuss how SurveyTrak will work. Tony is beginning is working on the SurveyTrak spec. Andrew is working through the larger protocol details. Andrew and Jim (and Carol) met to go through the MSMS project summary.

SRO delivered a budget for added work scope, the Household Member Survey (HMS). The research team will likely approve the spouse/partner model. The HMS will be administered on the web (likely as part of the screener, or a separate instrument), or via a paper questionnaire that is mailed to the household (web) or left behind (in-person). We are still waiting on official word.

SRO delivered a budget to provide field interviewers with equipment (i.e., an additional monitor, headset, etc.) for the post-election interviews done via video. If SSL staff does some/all of the video interviews the budget would be unnecessary. Andrew has talked with project staff about this (having at least a portion of video interviews done via the SSL). They were receptive to the idea. Project staff has not decided who will be offered video yet.

Andrew reviewed the home areas designations as the apply to the PSUs. He defined places (different from home area) where we might recruit if we need new hires. Andrew has met with NORC (once). They have asked a question about what variables we will need. He's spoken with the research team about this, as there aren't any we need operationally, but there are likely some the team will need as preload or for needed for analysis.

Special Issues	

Cost as of Apr 09, 2024	**Total Cost to Date (direct + indirect):**	130,648.60
	Est Cost at Completion (E$AC):	6,652,651.74
	Total Budget:	7,024,812.00
	Variance (Total Budget minus- E$AC):	-101,331.74
	Reason for Variance:	The main CRS has been updated to exclude the NRFU funds. The main wildcard is still the number of new hires/on-staffers and the impact it might have on training.

Pretest costs are below.

Total Cost to Date: $184,346.47
Estimated cost at completion: $184,667.01
Total Budget: $211,899.00
Variance: $27,231.99

The current remaining projections are for Kelly C. We may also use those funds if needed on the main project.

Projections as of Apr 09, 2024	**Dollars Projected for Month:**	78,294.96
	Actual Dollars Used:	55,554.81
	Variance (Projected minus Actual):	22,740.15
	Reason for Variance:	Unused projections were pushed forward.

Measures		**Units at Complete**	**RR**	**HPI**
	Current Goal:	6,636/5,807	55%/88%	
	Goal at Completion:			
	Current Actual:			
	Estimate at Complete:			
	Variance:			

Other Measures	

Project Name	**(BFY) Baby's First Years (On Track)**
Project Mode	Primary: Face to Face Total of Modes: 1
Project Type	Sponsored Projects
Budget	**Direct Budget**: 6,593,681.00 **Indirect Budget:** 2,106,680.73 **Total Budget:** 8,700,361.73
Principal	Dr. Greg Duncan (University of California - Irvine)
Investigator/Clients	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 1: Margaret Lavanger
	Production Manager 2: 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

Milestones		
Pre Production Start: 10/01/2017		***Pretest Start:***
Pretest End:		***Recruitment Start:*** 01/01/2018
Staffing Complete: 02/07/2018		***GIT Start:*** 03/19/2018
SS Train Start: 03/20/2018		***SS Train End:*** 03/22/2018
DC Start: 05/07/2018		***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)

Other Project Name	HHICD Household Income and Childhood Development
Sample Mgmt System	MSMS
Data Col Tool	Blaise 5
Hardware	Laptop; [UM cell] Phone
DE Software	N/A
QC Recording Tool	Other (to be specified)
Incentive	Yes, R
Administration	SRO Group
Payment Type	Cash, prepaid (50)
Payment Method	Check through other system (MSMS); Interviewer payment of cash (reimbursed/reconciled via Tenrox) (MSMS)

Report Period	Mar, 2024 (BFY)	Implementing
Risk Level	On Track	

Monthly Updates	BFY Age 5- 8:

BFY has awarded SRO continuing work throughout Age 8 (August 2027). We are currently conducting a one-time Age5 Catch Up activity re-contacting all Rs who completed Age 4 Lab Visit but have not had their contact information updated since.

We were able to re-contact close to 84% of respondents after the Age 4 visits. Respondents harder to re-contact report having issues with the Lab communication protocols during Age 4 and being under the assumption the study is done. PIs had sent a data collection update / newsletter to address this issue.

As part of that effort, we are also sending a 5-year birthday postcard to the focal children. No other data collection is planned at the moment.

Age 6: Preparations started to assist research team with Age 6 lab visits. We are scheduled to start Lab recruitment on 6-17.
 Preliminary mock data will be sent to the PI team in early May. SRC and the research team re-convened in late March to review the protocol associated with Age 6 lab recruitment. We confirmed we will make no changes to the process successfully executed in Age 4 Lab recruitment with two exceptions - SRC interviewers will be asked to follow up with non-response or hard-to-reach cases sooner and will be asked to complete phone interviews with hard-to-reach cases. To that end, additional SRO interviewers will get access to the BFY Sample Management System developed by University of Wisconsin. Currently, the PMs, TLs, and Locators have access.

Age 5 Staffing:

We had one attrition in MN but otherwise continue to retain BFY Age 3 staff.

10 iwers in total
NE: 1 OS + 1 NH (Trained 9/15/22)
MN: 0 local
NY: 3 OS
NOLA: 1
Locators: 2
TLs: 1

Technical system:
Due to MSMS programming bottleneck BFY is just now implementing the desired system changes to run the midwave process. We are still resorting to manual sample management until programmers free up.

Finances:
Rate increases and outstanding programming work put us over-budget monthly but after some adjustments we are showing a modest -20K overrun through July 2027.

Special Issues	

Cost as of Apr 16, 2024	Total Cost to Date (direct + indirect):		7,658,769.83
	Est Cost at Completion (E$AC):		8,811,963.79
	Total Budget:		8,700,361.73
	Variance (Total Budget minus- E$AC):		-111,602.06
	Reason for Variance:	Projections were adjusted to reflect rate increases and additional MSMS work required for Age 6 Lab recruitment. In particular, the rate increases swung the BFY cost projection from underrun into overrun. However, subsequent adjustment made after this update brought overrun down from $111K to around $20K.	
Projections as of Apr 16, 2024	Dollars Projected for Month:		19,931.15
	Actual Dollars Used:		30,508.50
	Variance (Projected minus Actual):		-10,577.35
	Reason for Variance:	In March we continued some tech development which was projected earlier in the budget but was sidelined as PSID Core, CDS, and TAS required most MSMS resources.	

Measures		Units at Complete	RR	HPI
	Current Goal:	n/a	n/a	n/a
	Goal at Completion:	n/a	n/a	n/a
	Current Actual:	n/a	n/a	n/a
	Estimate at Complete:	n/a	n/a	n/a
	Variance:			

Other Measures

Project Name	(BHM Library Project) Developing a Model of Black History Month Programming in Public Libraries (On Track)		
Project Mode	Primary: Web Total of Modes: 1		
Project Type	Sponsored Projects		
Budget	**Direct Budget**: 126,712.00	**Indirect Budget:** 70,959.00	**Total Budget:** 197,671.00
Principal Investigator/Clients	Deborah Robinson (ISR)		
Funding Agency			
IRB	*HUM#:*		*Period of Approval:*
Project Team	*Project Lead:* Karin Schneider		
	Budget Analyst:		
	Production Manager:		
	Senior Project Advisor: Nicole G Kirgis		
	Production Manager 1:		
	Production Manager 2:		
Proposal #	no data		
Description	SRO will support the project in the first year by working with you to design the sample. SRO will support the implementation of up to two pilot surveys and the larger national survey of libraries. We will provide consultation on scale development throughout the pilot phase and provide statistical support to finalize the scales and provide a working dataset (with weights to account for the stratified sample design). In total, the SRO period of performance will be approximately 24 months in duration, starting in February of 2023, with data collections for the pilots and national survey taking place over approximately 12 months, starting in late 2023.		
SRO Project Period	02/2023 - 02/2025		
Data Col Period	10/2023 - 09/2024		
Security Plan	NA		

Milestones	*Pre Production Start:*	*Pretest Start:*
	Pretest End:	*Recruitment Start:*
	Staffing Complete:	*GIT Start:*
	SS Train Start:	*SS Train End:*
	DC Start:	*DC End:*

Other Project Team Members			
Other Project Name	Developing a Model of Black History Month Programming in Public Libraries		
Sample Mgmt System	Web SMS		
Data Col Tool	Blaise 5		
Hardware	NA		
DE Software	NA		
QC Recording Tool	NA		
Incentive	Not used		
Administration	NA		
Payment Type	NA		
Payment Method	NA		

Report Period	Mar, 2024 (BHM Library Project)	Implementing
Risk Level	On Track	
Monthly Updates	Wrapped up Pilot 1 with 171 responses, 29% rr. PIs were very please with Wen's factor analysis for Pilot1 although the lower than expected sample size inhibited the strength of the conclusions. Pilot2 will be a convenience sample, so no RR projections.	
Special Issues	None	

Cost as of Apr 16, 2024	*Total Cost to Date (direct + indirect):*	81,164.89
	Est Cost at Completion (E$AC):	195,727.26
	Total Budget:	197,671.00
	Variance (Total Budget minus- E$AC):	1,943.74
	Reason for Variance: NA	
Projections as of Apr 16, 2024	*Dollars Projected for Month:*	11,970.46

			Actual Dollars Used:		7,378.55
			Variance (Projected minus Actual):		4,591.91
			Reason for Variance:	We were still slightly over-projected, have tried to set projections more accurately for the next couple of months now that I know the route we are taking for Pilot2.	

Measures

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

Other Measures

		Units at Complete	RR	HPI
	Current Goal:			
	Goal at Completion:			

Project Name	(CAMS 2023) HRS 2023 Consumption and Activity Mail Study (On Track)		
Project Mode	Primary: Mail Total of Modes: 1		
Project Type	Sponsored Projects		
Budget	**Direct Budget**: 347,895.00	**Indirect Budget:** 125,241.00	**Total Budget:** 473,136.00
Principal Investigator/Clients	David Weir		
Funding Agency			
IRB	**HUM#:** HUM00079949		**Period of Approval:** 11/4/2022-11/3/2023
Project Team	**Project Lead:** Gloria J Baker		
	Budget Analyst: Cindy Tsao		
	Production Manager:		
	Senior Project Advisor: Evanthia Leissou		
	Production Manager 1: Jennifer C Arrieta		
	Production Manager 2:		
Proposal #	no data		
Description	CAMS is part of the Health and Retirement Study (HRS). The goal of CAMS is to gather additional data on household consumption and activities of daily living from participants in the HRS. In 2023, a paper questionnaire will be mailed to approximately 6,427 respondents of which 4,646 will receive the full questionnaire and 1,781 spouse/partners will receive a brief questionnaire.		
SRO Project Period	06/2023 - 05/2023		
Data Col Period	09/2023 - 04/2005		
Security Plan	NA		

Milestones	*Pre Production Start:* 06/26/2023	*Pretest Start:*
	Pretest End:	*Recruitment Start:*
	Staffing Complete:	*GIT Start:*
	SS Train Start:	*SS Train End:*
	DC Start: 10/04/2023	*DC End:* 04/30/2024

Other Project Team Members	HRS Budget Analyst: Rick Krause Data Manager: Ed Green, Jennie Williams Programmer: Ashwin Dey Project Assistant: Melissa Luker
Other Project Name	CAMS
Sample Mgmt System	SurveyTrak
Data Col Tool	SAQ
Hardware	Paper and Pencil
DE Software	Other (HRS study staff is responsible for)
QC Recording Tool	N/A
Incentive	Yes, R; Yes, Other (Spouse)
Administration	SRO Group
Payment Type	Check, prepaid ($25 to main R and $10 to spouse R)
Payment Method	Check through STrak RPay System

Report Period	Mar, 2024 (CAMS 2023)	Implementing
Risk Level	On Track	
Monthly Updates	During the month of March, the team worked on 1. Logging and shipping SAQs to be scanned and then delivered to HRS staff. 2. Remailing questionnaires to respondents due to address error on a priority envelope. 3. 4,188 CAMS lines have been finalized of which 3,643 have completed the questionnaire. The current response rate is 58%. 4. QC and shipping is completely caught up.	
Special Issues	Due to an sample address error, 2nd address lines were omitted on about 500 priority mail envelopes (4th mailing). If these are returned, they will be mailed out via USPS. We expect to incur additional USPS costs associated with this error. Update: approx 160 remails were sent from final mailing through Apr.	
Cost as of Apr 16, 2024	*Total Cost to Date (direct + indirect):*	409,005.98
	Est Cost at Completion (E$AC):	365,666.18
	Total Budget:	473,136.00

	Variance (Total Budget minus- E$AC):			107,469.82

	Reason for Variance:	The variance is primarily due to staff assigned to the project compared to budgeted resources. The project is also achieving a slightly lower response rate which impacts logging hours, check voids, etc.

Projections as of Apr 16, 2024	Dollars Projected for Month:			5,428.27
	Actual Dollars Used:			2,325.26
	Variance (Projected minus Actual):			3,103.01
	Reason for Variance:	Variance due to fewer staff hours needed in March than originally projected.		

Measures		**Units at Complete**	**RR**	**HPI**
	Current Goal:	3,792	59%	
	Goal at Completion:	3,792	59%	
	Current Actual:	3,632	58%	
	Estimate at Complete:	3,727	58%	
	Variance:	65	1%	

Other Measures

Project Name	(Care & Help Study) Caregiving, Complex Family and Kinship Ties, and Alzheimer's Disease and Related Dementias (ADRD) (On Track)		
Project Mode	Primary: Focus Group Secondary: Cognitive IW Total of Modes: 2		
Project Type	Sponsored Projects		
Budget	Direct Budget: 35,091.00	Indirect Budget: 7,545.00	Total Budget: 42,636.00
Principal Investigator/Clients	Sarah E. Patterson (University of Michigan - Survey Research Center)		
Funding Agency			
IRB	HUM#: HUM00237431		Period of Approval: 7/6/2023-7/31/2024
Project Team	Project Lead: Margaret Lee Hudson		
	Budget Analyst:		
	Production Manager:		
	Senior Project Advisor: Lisa S Holland		
	Production Manager 1:		
	Production Manager 2:		
Proposal #	no data		
Description	Family and unpaid caregivers can influence the health and well-being of older adults through the care they provide and attitudes they hold about that care. However, the range of caregivers may extend beyond those most often captured in surveys (i.e. partners or adult children). Disadvantages may be especially present for older adults who have Alzheimer's Disease and Related Dementia (ADRD) who require more intensive and persistent care over time, and thusly rely on a more extended network of caregivers. This project seeks to enhance our understanding of diverse family and unpaid caregiver experiences and how this process may differ for those caring for an older adult living with dementia. This project will conduct focus groups with two groups of caregivers who help someone with memory issues, with 8 to 10 participants each.		
SRO Project Period	07/2023 - 07/2024		
Data Col Period	07/2023 - 07/2024		
Security Plan	NA		

Milestones	Pre Production Start:		Pretest Start:	
	Pretest End:		Recruitment Start:	
	Staffing Complete:		GIT Start:	
	SS Train Start:		SS Train End:	
	DC Start:		DC End:	

Other Project Team Members	Focus group phase (7/23-10/23): Margaret Hudson Cog IW phase (1/24-6/24): Margaret Hudson, TBD
Other Project Name	
Sample Mgmt System	NA
Data Col Tool	NA
Hardware	NA
DE Software	NA
QC Recording Tool	NA
Incentive	Yes, R
Administration	SRO Group
Payment Type	Cash, post ($60 focus groups; $50 cognitive interview)
Payment Method	Imprest Cash Fund from ISR Business Office

Report Period	Mar, 2024 (Care & Help Study)	Implementing
Risk Level	On Track	
Monthly Updates	The PI has been working on drafting a cognitive interview guide for the next phase of the project, which she hoped to start in April. However, a new timeline now has the effort moving to May/June. Because of the shift in timeline, previously planned resources to assist with interviews (Lisa V-H) are no longer available. Margaret will handle completing all cognitive interviews and will work with Lisa H and Karin to assist, if needed.	
Special Issues		
Cost as of Apr 16, 2024	Total Cost to Date (direct + indirect):	7,841.32
	Est Cost at Completion (E$AC):	21,100.55
	Total Budget:	42,636.00

	Variance (Total Budget minus- E$AC):			21,535.45
	Reason for Variance:	Fewer respondents, smaller project team working on the effort		
Projections as of Apr 16, 2024	*Dollars Projected for Month:*			2,073.20
	Actual Dollars Used:			2,468.28
	Variance (Projected minus Actual):			-395.08
	Reason for Variance:	Mischarged time, which is being corrected		

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

Other Measures

Project Name	(CARE Military) Concussion Assessment, Research and Education (CARE) Consortium 2022 - Military (On Track)		
Project Mode	Primary: Web Secondary: Telephone Total of Modes: 2		
Project Type	Sponsored Projects		
Budget	**Direct Budget**: 1,338,017.70	**Indirect Budget:** 347,885.00	**Total Budget:** 1,685,902.70
Principal	Dr. Steven Broglio (U of M Kinesiology)		
Investigator/Clients	Dr. Micheal McCrea /Dr. Pasquina (Medical College of Wisconsin/Uniformed Services Un)		
	Dr. Thomas McAllister (Indiana University School of Medicine)		
Funding Agency	NCAA and DoD		
IRB	*HUM#:* 00202691		*Period of Approval:* 7/23/2021 - open
Project Team	*Project Lead:* Donnalee Ann Grey-Farquharson		
	Budget Analyst: David Kellermeyer		
	Production Manager: Barbara Aghababian-Homburg		
	Senior Project Advisor: Barbara Lohr Ward		
	Production Manager 1: Hongyu Johnson		
	Production Manager 2: Keith Liebetreu		
Proposal #	no data		
Description	The project follows academy cadets 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. This project has an overall SRO involvement period of 13 months, beginning March 2022, with data collection taking place over approximately 12 months starting mid-March 2022. SRO provides consultation, respondent locating activities and data collection for respondents in the uniformed services sample. The goal is to secure participation from approximately 3,200 unique past-CARE study participants. Participants will complete a study assessment once over the 13-month project period. SRO decentralized field interviewers locate and contact respondents by phone to prompt them to access the online data collection questionnaire. SRO will conduct approximately 1,425 telephone interviews with participants who fail to respond to invitations to complete follow-up interviews on the web. The estimate total cost for the overall scope of work is $1,426,001.00. This includes $1,131,747.00 direct and $294,254.00 indirect costs, using the NCAA's published indirect cost rate of 26% (which is being used for all funders).		
SRO Project Period	02/2022 - 03/2023		
Data Col Period	03/2022 - 08/2023		
Security Plan	NA		

Milestones	*Pre Production Start:*	*Pretest Start:*
	Pretest End:	*Recruitment Start:*
	Staffing Complete:	*GIT Start:*
	SS Train Start:	*SS Train End:*
	DC Start:	*DC End:*

Other Project Team Members	Donnalee Grey-Farquharson, Barb Homburg, Hongyu Johnson, James Koopman, Keith Liebetreu, David Ackuaku, Ruyi Chen, David Kellermeyer	
Other Project Name	CARE-CSI Military	
Sample Mgmt System	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	Other (Kinesiology)	
Payment Type	Check, post ($150)	
Payment Method	Other (Kinesiology)	

Report Period	Mar, 2024 (CARE Military)	Implementing
Risk Level	On Track	
Monthly Updates	1. Project Management:	

- Data Collection re-started April 2024. Costs will reflect in May Report.
CARE PI have requested that SRO use/split funds currently assigned to working only the Civilian sample to also work the Military sample - and that we use both NCAA (PG -N034243) and DoD (PG -F063994) funds. To do this, new PGs are being created for military work - no percentage allotment was defined so SRO will spilt 50/50. The workscope adjustment with this request is that SRO aim to attain 7500 Civilian completions (instead of 7500 x 2) and 5000 military completions (instead of 5000 x 2). This workscope adjustment may shorten the field period but we understand that the CARE Consortium is seeking to attain additional funding to fulfill the original goals.
- There is no word regarding the System Programming ballpark. PI is aware that SRO requires a 9-12 month lead time to deliver. Realistically it seems this effort will come to SRO for the next data collection round/funding period.
-Worked with the PI team on the possible future Military project.
- Prepared the PI monthly report

2. Care SMS system: We will be receiving new sample

3. Questionnaire Development – N/A

4. Production:
- Production ended on 8/31/2023

5. Hiring and Training – N/A

6. DMSS:
- has been preparing reports.

7. Locating N/A

Special Issues		
Cost as of Mar 31, 2024	*Total Cost to Date (direct + indirect):*	1,684,473.95
	Est Cost at Completion (E$AC):	1,684,473.95
	Total Budget:	1,685,902.70
	Variance (Total Budget minus- E$AC):	1,428.75
	Reason for Variance:	Currently the project is in hibernation until we have the further notice. The project closed on 8/31/2023. We have been adjusting some pending costs from previous months and the Civilian project.
Projections as of Mar 31, 2024	*Dollars Projected for Month:*	0.00
	Actual Dollars Used:	-371.32
	Variance (Projected minus Actual):	-371.32
	Reason for Variance:	The overrun amount was carried over from November 2023. There were no activities in December 2023.

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

Other Measures

Project Name	(CARE SALTOS MTEC) Concussion Assessment, Research and Education (CARE) Consortium 2022 (Some Concerns)		
Project Mode	Primary: Telephone Secondary: Web Total of Modes: 2		
Project Type	Sponsored Projects		
Budget	**Direct Budget**: 3,718,978.00	**Indirect Budget:** 966,936.00	**Total Budget:** 4,685,914.00
Principal	Dr. Steven Broglio (U of M Kinesiology)		
Investigator/Clients	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: David Kellermeyer		
	Production Manager: Barbara Aghababian-Homburg		
	Senior Project Advisor: Barbara Lohr Ward		
	Production Manager 1: Hongyu Johnson		
	Production Manager 2: Keith Liebetreu		
Proposal #	no data		
Description	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.		
	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.		
	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.		
	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.		
SRO Project Period	10/2021 - 08/2026		
Data Col Period	03/2022 - 02/2026		
Security Plan	NA		

Milestones	*Pre Production Start:*		*Pretest Start:*	
	Pretest End:		*Recruitment Start:*	
	Staffing Complete:		*GIT Start:*	
	SS Train Start:		*SS Train End:*	
	DC Start:		*DC End:*	

Other Project Team Members	Donnalee Grey-Farquharson, Barb Homburg, Hongyu Johnson, Keith Leibetreu, James Koopman, Ruyi Chen, David Ackuaku, David Kellermeyer
Other Project Name	CARE CSI, CARE SALTOS
Sample Mgmt System	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 ($150.00)

Payment Method	Check through other system (UM)

Report Period	Mar, 2024 (CARE SALTOS MTEC)	Implementing
Risk Level	Some Concerns	

Monthly Updates	1. Project Management:

- Data collection is now projected to June 2025 with post data collection ending 10/25. PIs are seeking funding to continue data collection to 2026.
-CARE PI have requested that SRO use/split funds currently assigned to working only the Civilian sample to also work the Military sample - and that we use both NCAA (PG -N034243) and DoD (PG -F063994) funds. New PGs have been created for military work - no percentage allotment was defined so SRO did a 50/50 split. The workscope adjustment with this request is that SRO aim to attain 7500 Civilian completions (instead of 7500 x 2) and 5000 military completions (instead of 5000 x 2). This workscope adjustment may shorten the field period but we understand that the CARE Consortium is seeking to attain additional funding to fulfill the original goals.
- There is no word regarding the System Programming ballpark. PI is aware that SRO requires a 9-12 month lead-time to deliver. Realistically it seems this effort will come to SRO for the next data collection round/funding period.
-Management team has been continuously working with Datalys and QG alongside with the PI team on resolving ongoing technical issues while meeting with Datalys and QG every other week to review recorded bugs.
-SRO continues to work with the PI team to find solutions to resolve International TOA issues. International Respondents will be mailed cash with required signature upon delivery. An email will be sent by the PI prior to mailing so they will expect the delivery.
-The SRO management team worked with the PM and TLs on reviewing protocols with the interviewers.

2. CARE SMS system:
-The SRO field team has been facing many data collection challenges due to system issues. The SRO management team continuously worked with Datalys and QG to triage and prioritize to get the issues fixed.

3. Questionnaire Development
4. Production:
- Stats: As of 02/29/2024 (Total Released samples = 15421 (DCP3)
   Total Completed Iws = 1749 (RR = 11.4%)
            Web = 1732
            CATI = 17
- Locating Team: continued to use social media platforms to find potential respondents. As of 02/29/2024,
    Total current tracking=744
           - Total found = 317
       - Total Completed = 17

5. DMSS:
-
6. Hiring and Training

Special Issues		
Cost as of Mar 31, 2024	*Total Cost to Date (direct + indirect):*	2,169,097.96
	Est Cost at Completion (E$AC):	4,681,077.30
	Total Budget:	4,685,914.00
	Variance (Total Budget minus- E$AC):	4,836.70
	Reason for Variance:	Internet Charges are under-projected. The adjustment will be made for April onward.
Projections as of Mar 31, 2024	*Dollars Projected for Month:*	148,622.13
	Actual Dollars Used:	139,623.57
	Variance (Projected minus Actual):	8,998.56
	Reason for Variance:	Regular staff ours were over-projected. In general, some staff hours were diverted to accommodate needs on other projects. Also, some non-salary charges were over-projected.

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

Other Measures

Project Name	**(CCS) Community College Survey (On Track)**
Project Mode	Primary: Web Total of Modes: 1
Project Type	Sponsored Projects
Budget	**Direct Budget**: 560,774.00 **Indirect Budget:** 84,115.00 **Total Budget:** 644,889.00
Principal	Hana Lahr (Teachers College, Columbia University)
Investigator/Clients	Veronica Minaya (Teachers College, Columbia University)
	Rachel Baker (University of Pennsylvania)
Funding Agency	Ascendium Education Group
IRB	**HUM#:** 00237400 _**Period of Approval:**_
Project Team	**_Project Lead:_** Jeffrey Albrecht Jr
	Budget Analyst: William Lokers
	Production Manager: Ruth B Philippou
	Senior Project Advisor: Grant D Benson
	Production Manager 1: Rebecca Loomis
	Production Manager 2: Steven Sonoras
Proposal #	no data
Description	The CCS seeks to understand factors that influence first year community college students in their program choice. We will survey a selection of students entering a community college for the first time in the fall of 2023 and then follow up with them in the second semester (Spring 2024) and their third semester (Fall 2024). The researchers will recruit 4 community colleges to participate.
SRO Project Period	01/2023 - 03/2025
Data Col Period	10/2023 - 11/2024
Security Plan	NA

Milestones	**_Pre Production Start:_**	**_Pretest Start:_**
	Pretest End:	**_Recruitment Start:_**
	Staffing Complete:	**_GIT Start:_**
	SS Train Start:	**_SS Train End:_**
	DC Start: 03/11/2024	**_DC End:_** 05/10/2024

Other Project Team Members	Marsha Skoman - Qualtrics Programmer Ed Green - Data Manager Hueichun Peng - Web SMS Programmer
Other Project Name	How Community College Students Choose Programs of Study
Sample Mgmt System	Web SMS
Data Col Tool	Other (Qualtrics)
Hardware	Desktop
DE Software	NA
QC Recording Tool	N/A
Incentive	Yes, R
Administration	SRO Group
Payment Type	Cash, prepaid ($5); Cash, post ($40); Other (Visa electronic gift cards, Amazon gift codes)
Payment Method	Imprest Cash Fund from ISR Business Office; Other (VISA eGift cards from HSIP, Amazon gift codes from Teachers Coll)

Report Period	Mar, 2024 (CCS)	Implementing
Risk Level	On Track	
Monthly Updates	Wave 2 data collection began on March 11 with 4,515 sample participants. We have since collected 2,548 completed surveys. Following is an overview of production efforts and costs in Wave 2: Invitation Cards - Cards with personalized QR codes and $5 prepayment were mailed to 3,929 SIDs on 3/11. - 350 respondents (8.9%) completed the survey using their invitation cards, before we sent Email 1 and Text 1. - As of 4/18, 521 respondents (RR = 13.2%) have completed using the QR code in the invitation card. - 20.8% of the 2,502 respondents who have completed have used the QR code to access the survey. - Overall, 20.6% of completers (n=523) used the QR code included in their invitation cards to complete the survey, and we imagine that many others were nudged by them into choosing to complete using their email link. This is especially likely given that very few (12.2% of completed surveys) have used the texted link. So the PIs are hoping to do another invitation card with $5 prepayment. They also want to increase the incentive from the budgeted $30 to $50. - Houston mail debacle: Around 2,000 SJC students in Houston have still not received their cards that were sent on	

March 11. We know this because so few SJC completers (0.9%) have used the QR code to complete, compared to the other colleges: IVC (36%), LCCC (38%), PGC (33%). We also have gotten one returned invitation card from Houston, but SJC makes up half of the sample. If the letters were landing at their destinations, then we would be getting some returned mail. We have received ~100 pieces of returned invitation cards altogether from the other colleges. There are stories in the news about major delays in the Houston area.

Emails
- Email 1 was sent to all remaining 4,165 SIDs on 3/18:
- At the beginning of Wave 2, respondents were randomly assigned to receive one of five messages. Each message targeted a specific motivation and was sent to all SIDs via email and those with consent to text were sent a text message on 3/18.
- From the first email, it was clear that the Financial Gain outperformed the other messages by about 10% points and has maintained that lead over the lowest performing message (Representation). Currently, the Financial Gain group response rate is 60.7% compared to 53.0% for Representation.
- We have sent six reminder emails since Email 1.
- A majority of respondents (~53%) have used email links to initiate the survey.

Texts
- Text 1 was sent on 3/18 to 3,345 SIDs.
- Text 2 was sent on 4/3 to 1,993 SIDs.
- Around 14% have used the text link to initiate the survey.

Flyers
- Flyers were sent to all sample respondents at the each college the day before visits by the PIs. The visits were meant to shore up enthusiasm for the survey. The flyers did not include survey links.

Reminder calls
- We have four reminder callers who have called 924 SIDs since April 3.
- Currently, 147 respondents (20.7%) who we have contacted have gone on to complete the survey.
- The group getting calls (RR = 24.8% since April 3) is currently outperforming the control group (RR = 17.0%) by 7.8% pts.
- Interviewers should start making third dials by the end of this week.

Incentives
- Respondents could choose between an Amazon egift card (paid by Teachers College) or Visa egift card or cash (paid by U-M). At the last MPR, we did not know how many would request which option and so could not accurately project respondent payment costs. We predicted that most would opt for Amazon cards, which were placed first in the incentive choice list and had the fastest turnaround from survey completion date. It turns out that 47.5% requested Visa egift cards, 28.3% requested cash, 23.8% requested Amazon cards, and 6 have declined payment. Thus, U-M has paid about two-thirds of the Wave 2 incentive costs: 1,929 (1,213 in Visa egift cards and 716 in cash), and the PIs have paid 608 Amazon egift cards.
- Our respondent payments are now over $202,000, which exceeds the incentive dollars budgeted for the study. This overrun is largely driven by changes in scope when the PIs (1) increased the Wave 1 incentive from $20 to $25 (cost: $24,035), (2) invited non-sample respondents (cost $7,600), (3) added a mailing (cost $5,000) and sent a $5 prepayment to everyone with addresses in Wave 2 (cost $19,645), and (4) raised the incentive from $25 to $40 in Wave 2 (cost $38,175 and counting).

Project Support
- Becky has been managing Visa card payments. She has processed more than 1,200 in 20 submissions to the business office. She has also helped Steven to manage the study email inbox.
- Steven has doing weekly cash mailings. He has sent over 700 parcels in six mailings and has also been managing the returned mail. He has been helping many respondents locate their Wave 1 Visa egift cards.

Sample Management
- Hueichun has created several new reports to show the results from the experiments we are running.

Data Management
- Ed and Jennie worked on preload preparation and testing in early March. DM tasks have been quiet since then and will pick up again in May when we do sample reconciliation and dataset preparation.

IRB
- TC IRB will conduct their continuing review in June. We will submit their approval documents to U-M IRB right away, which need to be approved by July.

Special Issues	The PIs will need to add however much they anticipate paying and consider whether a cap on production might be necessary. The overrun does not include any calling in Wave 3. The PIs have said that they would add funds if the current reminder calling experiment proves it would be worth it, though they have not indicated a clear standard for that decision. That said, we could most likely achieve the response rates they need and can more readily afford by just using emails and text messages in Wave 3.
Cost as of Apr 17, 2024	**_Total Cost to Date (direct + indirect):_** 453,913.79
	Est Cost at Completion (E$AC): 728,754.65
	Total Budget: 644,889.00
	Variance (Total Budget minus- E$AC): -83,865.65
	Reason for Variance: At this point in production, we continue to project a $83,866 overrun for the project, which is primarily due to scope changes for respondent payment increases (see details in Incentives section below). The PIs have approved $83,649 in writing, $216 less than the projected overrun. They have asked to work on the award in June, after Wave 2 has wrapped up. At that time, they will know what is left in the award after respondent payments have settled. We will also have more accurate cost estimates to re-do many of the same production methods as in Wave 2, including prepayments with prenotification, emails, and texts.

Projections as of Apr 17, 2024	*Dollars Projected for Month:*			57,089.43
	Actual Dollars Used:			103,527.31
	Variance (Projected minus Actual):			-46,437.88
	Reason for Variance:		The March overrun was primarily due to underestimated respondent payments and Survey Specialist wage increases. At the time projections were calculated, we did not know how many respondents would choose Visa egift cards and cash (which U-M pays) versus Amazon egift cards (which TC pays). Also, we did not know about the upcoming SS wage increases.	

Measures		**Units at Complete**	**RR**	**HPI**
	Current Goal:	2700		
	Goal at Completion:	2700	60	
	Current Actual:	2501	55.4	
	Estimate at Complete:	2700	60	
	Variance:	0	0	

Other Measures

92% of responses are from students who are still enrolled, which is the target population of the study.

The reminder call "treatment group" (RR = 29.8%) is performing at 6.1% pts higher than the no-call control group (RR = 15.8%).

Project Name	(Health and Well Being in SE MI) Detroit Aging and Memory Project (formerly Health and Wellbeing in Southeast Michigan) (Attention!)		
Project Mode	Primary: Face to Face Total of Modes: 1		
Project Type	Sponsored Projects		
Budget	**Direct Budget**: 2,409,055.00	**Indirect Budget:** 1,349,072.00	**Total Budget:** 3,758,127.00
Principal Investigator/Clients	Kristine Ajrouch (Life Course Development Program, SRC)		
	Toni Antonucchi (Life Course Development Program, SRC)		
	Laura Zahodne (Life Course Development Program, SRC)		
Funding Agency			
IRB	*HUM#:* HUM00146040		*Period of Approval:* 4/9/2020
Project Team	*Project Lead:* Barbara Lohr Ward		
	Budget Analyst: Christine Evanchek		
	Production Manager: Veronica Connors-Burge		
	Senior Project Advisor: Nicole G Kirgis		
	Production Manager 1: Taghreid Lovell		
	Production Manager 2: Ian Ogden		
Proposal #	no data		
Description	Conduct 600 interviews with recently identified Arab Americans aged 65 or older residing in Southeast Michigan and 330 interviews with Social Relations sample members aged 65 or older. The Arab American sample will be selected based on an in-person household screening. The interview will consist of a 60 minute core interview (content from the Social Relations interview), a 60 minute cognitive interview and a series of physical measurements. Social Relations respondents will only complete the cognitive interview. An informant interview will also be conducted for all sample members. Interviews will be conducted in English or Arabic.		
SRO Project Period	05/2019 - 03/2023		
Data Col Period	05/2023 - 03/2024		
Security Plan	No		

Milestones			
Pre Production Start: 12/01/2022		*Pretest Start:*	
Pretest End:		*Recruitment Start:* 02/01/2023	
Staffing Complete: 04/10/2023		*GIT Start:* 05/16/2023	
SS Train Start: 05/18/2023		*SS Train End:* 05/25/2023	
DC Start: 05/30/2023		*DC End:* 09/30/2023	

Other Project Team Members	Taghreid Lovell, Veronica Connors-Burge, Mathew Luna, Jeff Smith, Ashwin Dey, Kelly Liesko, Peter Sparks, Raphael Nishimura, John Gawlas, Valyn Dall
Other Project Name	Detroit Aging and Memory Project (formerly Health and Wellbeing in Southeast Michigan)
Sample Mgmt System	SurveyTrak
Data Col Tool	Blaise 4.8
Hardware	Laptop; [UM cell] Phone; Paper and Pencil
DE Software	Other (Weblog)
QC Recording Tool	DRI-CARI; Camtasia
Incentive	Yes, R; Yes, INF
Administration	SRO Group
Payment Type	Cash, prepaid ($75 respondent, $25 informant); Other ($2 screener incentive)
Payment Method	Interviewer payment of cash (reimbursed/reconciled via Tenrox)

Report Period	Mar, 2024 (Health and Well Being in SE MI)	Implementing
Risk Level	Attention!	
Monthly Updates	BLUF: D-AMP still significantly underperforming, more so since the start of Ramadan on March 10. Screening continued, thanks to a few interviewers, however main interviewers essentially came to a halt, and have not restarted for the new sample screening. Bilingual interviewers are not consistently following up on screened-in cases. The release of D-AMP panel sample cases has boosted production since 4/14/2024.	
	We continue to wait for word on funding for D-AMP from the PIs. They have held conversations with the funding agency and have told us that it "looks positive" for an agreement to help fund D-AMP with funds from Healthy Brain, however we do not have clarity on how this will work, and we have not received definitive word that funding has been approved. D-AMP is projected to run out of funds for interviewing in late August 2024.	

	The D-AMP project has continued to underperform, with interviewers completing fewer than 15 newly-screened interviews and 15 newly-screened informant interviews per month. Completion of interviews almost completely	

halted during Ramadan (March 10 – April 10), however screening continued. Panel sample was released on April 11, and this has boosted production by the non-bilingual interviewers. Production by bilingual interviewers remains very slow, and lower than expectations.

As noted earlier, the new sample design (super-high MENA) released on Dec 7 shows improved eligibility (41-42% versus previous releases at 10%) however this will not make up for the high interviewing costs to date. The PIs have increased community outreach significantly, however this has not had an impact on the effort required to complete screening and interviewing.

The PIs have been in conversation with the funding agency (meeting on March 22), and have apparently asked NIH if they can use Healthy Brain funds to continue working the D-AMP sample. They have told us that it looks "positive" that their request will be approved, however we do not have any clarity (and the PIs themselves seem confused) about what this arrangement will allow in terms of funding D-AMP interviews. As of 4/23/2024 we have not received word that the funding arrangement they proposed to NIH was approved.

We are concerned that the study will run out of funds for interviewer before additional funding is awarded. This was discussed with the PIs on 3/21, and the PIs were told they needed a notice of award in writing in order to request bridging funds. At the request of the PIs, we have not undertaken programming that may be necessary for scope changes, nor have we heard from the PIs that they have undertaken any work to develop a convenience sample. As of 3/31/2024, the project has $552,000 direct cost remaining, and we project interviewing to run through Aug 24 with the current funding level and without further training expenses. The study will need to train additional bilingual interviewers soon in order to continue to work the largely Arabic-speaking sample. This is not yet included in projections.

We are very concerned about the opportunity cost of continuing operations "as is" with no firm plan for D-AMP. Without a plan, we do not know if we should invest in training, or continue with the existing staff who are working at a very low level.
We continue to project interviewing effort and results based on available funds remaining, rather than projecting an overrun.

Special Issues	SRO notified the PIs that it would look to them to set priorities for interviewer work given the limited amount of funding remaining.
	We are concerned that the study will run out of funds for interviewer before additional funding is awarded. This was discussed with the PIs on 3/21, and the PIs were told they needed a notice of award in writing in order to request bridging funds.

Cost as of Apr 17, 2024		
Total Cost to Date (direct + indirect):		2,892,536.56
Est Cost at Completion (E$AC):		3,754,951.62
Total Budget:		3,758,127.00
Variance (Total Budget minus- E$AC):		3,175.38
Reason for Variance:	We expect that the full project budget will be used, given the very high HPI and low production on the project. We are not projecting an overrun - we are assuming that the work scope will be reduced to match the budget.	

Projections as of Apr 17, 2024		
Dollars Projected for Month:		144,062.50
Actual Dollars Used:		128,610.05
Variance (Projected minus Actual):		15,452.45
Reason for Variance:	Respondent cooperation remains low. While we have lowered projections significantly, production during Ramadan dropped to almost zero, and interviewer hours remain far lower than expectations.	

Measures		Units at Complete	RR	HPI
	Current Goal:	930 main, 930 inf	60% scr, 74% main	10.38 w/screening
	Goal at Completion:			
	Current Actual:	139 main, 99 inf	39% scr, 38% main	36.0 HPI w/screening
	Estimate at Complete:			
	Variance:			

Other Measures	Interview results above are as of 4/23/2024
	RR shown above are for the released new screening sample. Panel sample was just released and has a 3% RR
	Budgeted at 140 minutes, the D-AMP average interview length is 161 minutes.
	Saliva participation rate is roughly 84% compared to 80% budgeted.

Project Name	(HRS 2022 Panel & Baselines) Health and Retirement Study 2022 Main Interviews (Some Concerns)		
Project Mode	Primary: Mixed Total of Modes: 3		
Project Type	Sponsored Projects		
Budget	**Direct Budget**: 13,982,815.00	**Indirect Budget:** 5,033,815.00	**Total Budget:** 19,016,630.00
Principal	David Weir (ISR-SRC)		
Investigator/Clients			
Funding Agency			
IRB	*HUM#:* HUM000611128		*Period of Approval:* 6/7/2023-6/6/2024
Project Team	*Project Lead:* Evanthia Leissou		
	Budget Analyst: Richard Warren Krause		
	Production Manager: Andrea Sims		
	Senior Project Advisor: Nicole G Kirgis		
	Production Manager 1: Jennifer C Arrieta		
	Production Manager 2: Theresa Camelo		
Proposal #	no data		
Description	The Health and Retirement Study (HRS) is a national, longitudinal study conducted every two years since 1992. The study includes a representative sample of 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.		
SRO Project Period	01/2021 - 12/2023		
Data Col Period	03/2022 - 08/2023		
Security Plan	NA		

Milestones			
Pre Production Start: 01/01/2021		*Pretest Start:* 11/01/2021	
Pretest End: 11/23/2021		*Recruitment Start:* 08/01/2021	
Staffing Complete: 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:* 05/10/2025	

Other Project Team Members	Derek Dubuque (Production Manager), Alex Warju (Production Manager), Milagros Hierro (Production Manager), Deborah Zivan (Project Manager), Andrew Hupp (Project Manager), Gary Hein (Project Manager), Erin McSpadden (Project Manager), Daniah Buageila (Project Manager), Janet McBride (Project Assistant), Paul Burton (Stats/Sampling), Vanessa Clarke (Project Assistant), Jeannie Baker (Project Manager), Melissa Luker (Project Assistant), Anthony Romanowski (Project Manager), Megan Hromco (Project Assistant). Kristen Cross (Project Assistant), Austin De Spirito (Project Assistant), Cindy Huang (Budget Analyst), Andria Goedert (Project Assistant), Dominic Bonanni (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, Holly Ackerman, Shane Empie, Kelly Chatain, Brianna Sabol

Coding Lead: Carolyn Vieira-Martinez |
Other Project Name	HRS 2022 Main Iws
Sample Mgmt System	SurveyTrak; MSMS
Data Col Tool	Blaise 5; SAQ
Hardware	Laptop; [UM cell] Phone; Paper and Pencil
DE Software	Other (Blaise 5 Coding Application); External vendor (DataForce)
QC Recording Tool	Camtasia
Incentive	Yes, R; Yes, INF
Administration	NA
Payment Type	Check, prepaid ($80 (Panel)); Check, post ($50 (WBD)); Cash, post ($20 (SAQ), $100 (Baselines))
Payment Method	Check through STrak RPay System; Check through other system (Rpay system set up for MSMS); Interviewer payment of cash (reimbursed/reconciled via Tenrox) (Rpay system set up for MSMS); Imprest Cash Fund from ISR Business Office (Rpay system set up for MSMS)

Report Period	Mar, 2024 (HRS 2022 Panel & Baselines)	Implementing
Risk Level	Some Concerns	
Monthly Updates	1. The project team has been working on baseline production monitoring, cost monitoring, sample management,	

logging, weekly mailings and scanning(SSA and SAQ), payment and letter request processing, and implementing the baseline end game protocol.

2. Baseline production has improved since implementing the high priority flagging, baseline end game strategy, and the release of additional screener sample leading to more baseline sample being generated. Interviewers continue to work less hours than committed but field managers continue to work with interviewers who are not meeting expectations.

3. Interviewer recruitment and planning for the May 30- June 7 new cohort training continued (goal: 80 iwers)

4. Based on the propensity model run in September, 5,837 baseline cases that have ever been flagged priority of which 1,197 (21%) have completed an interview. Newly generated baselines from screening continue to be flagged on a weekly basis.

5. The endgame protocol sample consists of households with resistance or 120+ since screened. The sample is mailed a letter offering an additional $100 upon completion of the interview and interviewers follow-up with one attempt before final coding non-interview, unless the interview was started on the spot or an appointment has been scheduled. 5,846 baseline respondents have been mailed the end game letter of which 523 (9%) have completed the interview. New cases are flagged for end game weekly.

6. Address sorting continued in preparation to release reserve screening sample.

*The "measures" table reflects Panel and Baseline combined as of 4/16/24. Breakdown of Panel and Baseline counts and rates in Other Measures Field.

Special Issues	- Did not meet the Panel response rate goal of 74% even with the additional five months of field time and responsive design strategies due to interviewer count and balancing effort with new cohort screening/baseline iws. - Slow progress with baseline interviewing. - Multiple Blaise issues that have impacted STrak and MSMS throughout data collection. - 2022 New Cohort data collection projected to end in May 2025 in order to meet goal. - Competing project team demands with HRS 2022 and HRS 2024 simultaneous data collections as well as multiple trainings planned for both in spring and fall 2024. - High field staff attrition rate. Burden on staff with additional recruitment and training efforts while managing production.

Cost as of Apr 16, 2024		
	Total Cost to Date (direct + indirect):	18,094,445.39
	Est Cost at Completion (E$AC):	18,079,689.39
	Total Budget:	19,016,630.00
	Variance (Total Budget minus- E$AC):	936,940.61
	Reason for Variance:	Minimal change in variance since the previous month's report. Note: This budget is for the Panel sample but the monthly updates and milestones include baseline iws. The New Cohort Budget is under the HRS 2022 Screening MPR.

Projections as of Apr 16, 2024	**Dollars Projected for Month:**	-2,652.00
	Actual Dollars Used:	-373.45
	Variance (Projected minus Actual):	-2,278.55
	Reason for Variance:	Minimal variance.

Measures		Units at Complete	RR	HPI
	Current Goal:	16,711	50%	11.6
	Goal at Completion:	22,215	44%	8.3
	Current Actual:	16,734	50%	11.6
	Estimate at Complete:	19,443	39%	10.8
	Variance:	2,772	5%	2.5

Other Measures	Panel: Revised RR Goal: 68% (original goal 74%), Final RR: 68% (Panel end date 9/2/23) 2022 Baselines generated from screener: Goal: 6,003 iws; Current: 3,265 iws from 11,574 baselines spawned from screener as of 4/16/24. 2019 EGenX baselines: Goal RR: 70%, Current RR: 74.4% (468 iws)

Project Name	**(HRS 2024) Health and Retirement Study 2024 (Some Concerns)**
Project Mode	Primary: Mixed Total of Modes: 3
Project Type	Sponsored Projects
Budget	**Direct Budget**: 603,986.00 **Indirect Budget:** 217,435.00 **Total Budget:** 821,421.00
Principal Investigator/Clients	David Weir (ISR-SRC)
Funding Agency	
IRB	***HUM#:*** HUM000611128 ***Period of Approval:*** 6/7/2023-6/6/2024
Project Team	***Project Lead:*** Evanthia Leissou
	Budget Analyst: Richard Warren Krause
	Production Manager: Andrea Sims
	Senior Project Advisor: Nicole G Kirgis
	Production Manager 1: Derek Dubuque
	Production Manager 2: Jennifer C Arrieta
Proposal #	no data
Description	The Health and Retirement Study (HRS) is a national, longitudinal study conducted every two years since 1992. The study includes a representative sample of 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.
SRO Project Period	05/2023 - 08/2025
Data Col Period	05/2024 - 05/2025
Security Plan	NA

Milestones			
Pre Production Start: 05/15/2023		***Pretest Start:*** 01/29/2024
Pretest End: 02/18/2024		***Recruitment Start:*** 12/19/2023
Staffing Complete: 03/15/2024		***GIT Start:*** 04/22/2024
SS Train Start: 04/23/2024		***SS Train End:*** 04/29/2024
DC Start: 05/06/2024		***DC End:*** 05/31/2025

Other Project Team Members	Alex Warju (Production Manager), Gary Hein (Project Manager), Erin McSpadden (Project Manager), Daniah Buageila (Project Manager), Janet McBride (Project Assistant), Paul Burton (Stats/Sampling), Vanessa Clarke (Project Assistant), Jeannie Baker (Project Manager), Melissa Luker (Project Assistant), Anthony Romanowski (Project Manager), Megan Hromco (Project Assistant), Austin De Spirito (Project Assistant), Cindy Huang (Budget Analyst) 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, Holly Ackerman, Shane Empie, Kelly Chatain, Brianna Sabol, Kelly Lieske, Asia Paige
Other Project Name	HRS 2024 Panel
Sample Mgmt System	SurveyTrak; MSMS
Data Col Tool	Blaise 5; SAQ
Hardware	Laptop; [UM cell] Phone; Paper and Pencil
DE Software	Other (Blaise 5 Coding Application); External vendor (DataForce)
QC Recording Tool	Camtasia
Incentive	Yes, R; Yes, INF
Administration	NA
Payment Type	Check, prepaid ($100 (Interview)); Check, post ($50 (WBD), $20 (SAQ), $20 (SSA)); Cash, post ($20 (SAQ))
Payment Method	Check through STrak RPay System; Interviewer payment of cash (reimbursed/reconciled via Tenrox); Imprest Cash Fund from ISR Business Office

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Report Period	Mar, 2024 (HRS 2024)	Planning
Risk Level	Some Concerns	
Monthly Updates	HRS 2024 pre-production activities continued with focus cost projections, technical specifications, technical development, testing (including SurveyTrak, interviewer administered and web self administered instrument, MSMS DCA, and MSMS task rules), training preparations, production new hire recruitment, quality checks of the initial sample delivered by HRS staff, and IRB submission. HRS 2024 will utilize Blaise 5.14 for pretest and production. HRS requires the session data (the working database) as a deliverable and requested CBS to add this as a feature in Blaise. The tech team continued to meet frequently in March with CBS to try to address getting this feature and other issues stemming from the addition of this feature	

to work in the DIM/MSMS offline environment. All known issues have been resolved for the DIM/MSMS world as of March 30. A new Blaise 5.14 issue related to saving data upon suspending an interview was identified on April 1 in the SurveyTrak environment.

Production training:
 - Southfield Westin 4/22-4/29 (2 days GIT, 6 days Study Specific)
 - Interviewer count: 80 of which 73 will be at in-person training. 7 trained at pretest and/or on HRS 2022 will receive a short webinar training.
Production:
-TEL, FTF, FTFe Production start (SurveyTrak): 5/6/224
-Web Production Start (MSMS): 6/17/24
-Web Non-Response Follow-up Start (MSMS): 8/1/24

Special Issues	-Project team resource concerns for HRS 2024 and HRS 2022 with simultaneous production periods and multiple trainings planned in spring and fall 2024. -Blaise 5.14 issues related to the feature added at HRS' request for saving session database online and offline.			
Cost as of Apr 16, 2024	*Total Cost to Date (direct + indirect):*			1,146,620.47
	Est Cost at Completion (E$AC):			1,404,448.52
	Total Budget:			821,421.00
	Variance (Total Budget minus- E$AC):			-583,027.52
	Reason for Variance:	Projections in CRS are for pre-production and pretest data collection. Will update the total budget once the 6 year renewal proposal funds are awarded. Variance since last month is due to delay in the new award. We have been instructed to continue to charge the pre-production account codes until the new award comes in.		
Projections as of Apr 16, 2024	*Dollars Projected for Month:*			505,234.07
	Actual Dollars Used:			394,728.51
	Variance (Projected minus Actual):			110,505.56
	Reason for Variance:	Variance primarily due to travel, lab supplies, advertising, and pretest RPay check voids not hitting in March as projected. Future projections have been updated.		

Measures		**Units at Complete**	**RR**	**HPI**
	Current Goal:			
	Goal at Completion:		70%	
	Current Actual:			
	Estimate at Complete:			
	Variance:			

Other Measures

Project Name	**(HRS2022-Screening) HRS 2022 - Screening (Some Concerns)**		
Project Mode	Primary: Face to Face Secondary: Telephone Total of Modes: 3		
Project Type	Sponsored Projects		
Budget	**Direct Budget**: 21,264,149.00	**Indirect Budget:** 7,655,093.00	**Total Budget:** 28,919,242.00
Principal	David Weir (SRC)		
Investigator/Clients	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 1: Andrew L Hupp		
	Production Manager 2: Theresa Camelo		
Proposal #	no data		
Description	The Health and Retirement Study (HRS) is a national, longitudinal study conducted every two years since 1992. The study includes a representative sample of US residents aged 50 years and older. Every six years (three waves) a new cohort of US residents aged 50 to 55 are screened in to the study to maintain representativeness. In 2004, the early baby boomers were screened in and completed a baseline interview. In 2010, the mid baby boomer cohort was added as well as a minority oversample of both early and mid-baby boomers. In 2016, the late baby boomer cohort was added. In 2022, group 1 of the early generation x cohort will be added along with a minority oversample.		
SRO Project Period	02/2021 - 08/2024		
Data Col Period	03/2022 - 06/2024		
Security Plan	NA		

Milestones	*Pre Production Start:*		*Pretest Start:*
	Pretest End:		*Recruitment Start:*
	Staffing Complete:		*GIT Start:*
	SS Train Start:		*SS Train End:*
	DC Start: 04/19/2022		*DC End:*

Other Project Team Members			
Other Project Name			
Sample Mgmt System	SurveyTrak; MSMS; Other ((Blaise) Case Management App (CMA))		
Data Col Tool	Blaise 5		
Hardware	Laptop; [UM cell] Phone; Paper and Pencil		
DE Software	Other (Blaise 5 web instrument); N/A		
QC Recording Tool	Camtasia; N/A		
Incentive	Yes, R; Yes, INF		
Administration	SRO Group		
Payment Type	Check, post; Cash, prepaid ($2); Cash, post		
Payment Method	Check through STrak RPay System; Interviewer payment of cash (reimbursed/reconciled via Tenrox); Imprest Cash Fund from ISR Business Office		

Report Period	Mar, 2024 (HRS2022-Screening)	Implementing
Risk Level	Some Concerns	
Monthly Updates	Screening is going at a steady pace. We've been exceeding both production and effort (hours) goals on screening. Most of release 6 is in the hands of interviewers. There remain a few unstaffed areas that haven't had trips that is still being held.	
	We have released 11,105 cases to the endgame protocol. 970 cases (8.7%) of cases have completed a screener. 89 cases (9.2%) completed via the web, and 881 (90.8%) of cases completed in-person.	
	Overall sorting of the first two replicates of the reserve sample is 75% complete.	
Special Issues		
Cost as of Apr 09, 2024	*Total Cost to Date (direct + indirect):*	22,598,076.91
	Est Cost at Completion (E$AC):	39,833,502.94

	Total Budget:			28,919,242.00
	Variance (Total Budget minus- E$AC):			-10,914,260.94
	Reason for Variance:	Projections have been entered through March 2025 (projection of when we would meet the baseline production goal).		
Projections as of Apr 09, 2024	Dollars Projected for Month:			983,382.93
	Actual Dollars Used:			1,071,620.40
	Variance (Projected minus Actual):			-88,237.47
	Reason for Variance:	Travel was over by ~$26,000 and salary was over 1,500 hours. The majority of those hours were from the field interviewers . R-Pay was under and pushed forward.		

Measures		Units at Complete	RR	HPI
	Current Goal:	7,017/3,645 HHs	73%	3.0
	Goal at Completion:			
	Current Actual:	4,106/3,470	45.6%	2.86
	Estimate at Complete:			
	Variance:			

Other Measures

Project Name	**(IHDS3) India Human Development Survey Wave 3 (On Track)**
Project Mode	Primary: Face to Face Secondary: Telephone Total of Modes: 2
Project Type	Sponsored Projects
Budget	**Direct Budget**: 122,053.00 **Indirect Budget:** 12,206.00 **Total Budget:** 134,259.00
Principal	Sonalde Desai (University of Maryland)
Investigator/Clients	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:*** Sarah Elisa Broumand
	Budget Analyst: Ryan Neice
	Production Manager:
	Senior Project Advisor: Stephanie A Chardoul
	Production Manager 1: Sarah Elisa Broumand
	Production Manager 2: Sarah Elisa Broumand
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

Milestones			
Pre Production Start:		***Pretest Start:***	
Pretest End:		***Recruitment Start:***	
Staffing Complete:		***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) Sarah Broumand - 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 Name	
Sample Mgmt System	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	Mar, 2024 (IHDS3)	Implementing

Risk Level	On Track
Monthly Updates	We continue to be focused on close out activities for A01 to A13. Contract is getting a no cost extension to August to ensure that NCAER is able to finish their data collection. Hours were adjusted to fit this new timeline.

Special Issues	Wave 3 funding balance ended at -$18,833.61 direct and indirect costs (-$12,072.53 Direct))	
Cost as of Apr 16, 2024	*Total Cost to Date (direct + indirect):*	104,407.36
	Est Cost at Completion (E$AC):	133,688.14
	Total Budget:	134,259.00
	Variance (Total Budget minus- E$AC):	570.86
	Reason for Variance:	TOTAL Budget is $134,259.00 . Not carrying forward certain amount of hours due additional funds that may be needed during closeout.

Projections as of Apr 16, 2024	*Dollars Projected for Month:*	10,004.19
	Actual Dollars Used:	7,889.49
	Variance (Projected minus Actual):	2,114.70
	Reason for Variance:	Due to staffing constraints some of the allocated hours could not be used, they will be re-allocated moving forward.

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

Project Name	**(LHMS 2023 Fall) Life History Mail Study Fall 2023 (On Track)**		
Project Mode	Primary: Mail Secondary: Telephone Total of Modes: 2		
Project Type	Sponsored Projects		
Budget	**Direct Budget**: 371,587.00	**Indirect Budget:** 133,772.00	**Total Budget:** 505,359.00
Principal	David Weir (SRC)		
Investigator/Clients	Jaqui Smith (SRC)		
Funding Agency	NIH		
IRB	*HUM#:* HUM00106904		*Period of Approval:* 9/29/2023-9/28/2024
Project Team	*Project Lead:* Gary Hein		
	Budget Analyst: Cindy Tsao		
	Production Manager: Ruth B Philippou		
	Senior Project Advisor: Evanthia Leissou		
	Production Manager 1:		
	Production Manager 2: Ruth B Philippou		
Proposal #	no data		
Description	The HRS Life History Mail Survey (LHMS) is part of the Health and Retirement Study. The goal of LHMS is to collect retrospective life histories of HRS participants to address multidisciplinary need for information about events, residential location, and education over the entire life course. Information like this allows researchers to understand how individuals' pasts shape their health and economic situations today. A paper questionnaire will be mailed to a sample of approximately 4,601 HRS Respondents. From this sample, approximately 2,485 completed surveys are expected (54% response rate). For the reminder protocol, 272 respondents have been designated to receive a reminder by postcard. The remaining 4,329 respondents will receive reminders by phone to complete the questionnaire. When a respondent is reached by phone, SRO will attempt to complete the 60-minute interview by telephone. Thank you postcards will be mailed to respondents who return a completed questionnaire.		
SRO Project Period	09/2023 - 04/2024		
Data Col Period	10/2023 - 02/2024		
Security Plan	NA		

Milestones	*Pre Production Start:* 09/01/2023		*Pretest Start:*
	Pretest End:		*Recruitment Start:*
	Staffing Complete:		*GIT Start:*
	SS Train Start:		*SS Train End:*
	DC Start: 10/05/2023		*DC End:* 02/29/2024

Other Project Team Members	Gary Hein: Project Lead Cindy Tsao: Budget Analyst Ruth Philippou: Production Manager Vanessa Clarke: Project Assistant Carolyn Viera Martinez: Coding Lead
Other Project Name	LHMS Fall
Sample Mgmt System	SMS
Data Col Tool	SAQ; Other (Blaise SMS)
Hardware	Desktop; [UM cell] Phone; Paper and Pencil
DE Software	Other (Weblog)
QC Recording Tool	N/A
Incentive	Yes, R
Administration	SRO Group
Payment Type	Check, prepaid ($25)
Payment Method	Check through STrak RPay System

Report Period	Mar, 2024 (LHMS 2023 Fall)	Implementing
Risk Level	On Track	
Monthly Updates	Fall LHMS activities and notable events: 1- SAQs received and logged 2- Progress reports prepared and delivered to PIs 3- SAQs shipped to DataForce for scanning 4- Scanned SAQs and Fall data deliveries delivered to HRS 5- Crosswalk for data delivery prepared by project managers	

6- Thank you post cards generated and mailed
7- Reminder calling data collection continued
8- SRO team members attended monthly check-in meeting with HRS Staff

Special Issues	- SSL resource availability for reminder calling and logging activities. - Budgeted goal of 54% seems high considering the sample consists of past wave non-responders and a few new spouses. The Spring LHMS, which also consisted of past wave non-responders, current response rate (as of 4/16/2024) is 17%.

Cost as of Apr 08, 2024		
	Total Cost to Date (direct + indirect):	326,863.48
	Est Cost at Completion (E$AC):	310,504.93
	Total Budget:	505,359.00
	Variance (Total Budget minus- E$AC):	194,854.07
	Reason for Variance:	Staffing for reminder calling will not meet original projections and lower response rates than anticipated are resulting in lower costs across the project.

Projections as of Apr 08, 2024		
	Dollars Projected for Month:	28,212.20
	Actual Dollars Used:	16,321.89
	Variance (Projected minus Actual):	11,890.31
	Reason for Variance:	Approximately $4,000 in coding projections did not hit as expected, which also resulted in over projected recharges in March. Future projections have been adjusted.

Measures		Units at Complete	RR	HPI
	Current Goal:	2063	54%	N/A
	Goal at Completion:	2063	54%	N/A
	Current Actual:	658	17%	N/A
	Estimate at Complete:	690	18%	N/A
	Variance:	1403	38%	N/A

Other Measures	N/A

Project Name	**(LHMS 2023 Spring) Life History Mail Study Spring 2023 (On Track)**
Project Mode	Primary: Mail Secondary: Telephone Total of Modes: 2
Project Type	Sponsored Projects
Budget	**Direct Budget**: 293,540.00 **Indirect Budget:** 164,382.00 **Total Budget:** 457,922.00
Principal	David Weir (SRC)
Investigator/Clients	Jaqui Smith (SRC)
Funding Agency	NIH
IRB	*HUM#:* HUM00106904 *Period of Approval:* 11/4/2022-11/3/2023
Project Team	*Project Lead:* Gary Hein
	Budget Analyst: Cindy Tsao
	Production Manager: William Keating
	Senior Project Advisor: Evanthia Leissou
	Production Manager 1:
	Production Manager 2: William Keating
Proposal #	no data
Description	The HRS Life History Mail Survey (LHMS) is part of the Health and Retirement Study. The goal of LHMS is to collect retrospective life histories of HRS participants to address multidisciplinary need for information about events, residential location, and education over the entire life course. Information like this allows researchers to understand how individuals' pasts shape their health and economic situations today.

A paper questionnaire will be mailed to a sample of approximately 2,288 HRS Respondents. From this sample, approximately 1,242 completed surveys are expected (54% response rate). For the reminder protocol, 495 respondents have been designated to receive a reminder by postcard. The remaining 1,793 respondents will receive reminders by phone to complete the questionnaire. When a respondent is reached by phone, SRO will attempt to complete the 60-minute interview by telephone. Thank you postcards will be mailed to respondents who return a completed questionnaire. |
SRO Project Period	04/2023 - 12/2023
Data Col Period	06/2023 - 09/2023
Security Plan	NA

Milestones			
Pre Production Start: 04/01/2023		*Pretest Start:*	
Pretest End:		*Recruitment Start:*	
Staffing Complete:		*GIT Start:*	
SS Train Start: 07/11/2023		*SS Train End:* 07/11/2023	
DC Start: 06/20/2023		*DC End:* 09/26/2023	

Other Project Team Members	Gary Hein: Project Lead Cindy Tsao: Budget Analyst Vanessa Clarke: Project Assistant Carolyn Viera Martinez: Coding Lead
Other Project Name	LHMS Spring
Sample Mgmt System	SMS
Data Col Tool	SAQ; Other (Blaise SMS)
Hardware	Desktop; [UM cell] Phone; Paper and Pencil
DE Software	Other (Weblog)
QC Recording Tool	N/A
Incentive	Yes, R
Administration	SRO Group
Payment Type	Check, prepaid ($25)
Payment Method	Check through STrak RPay System

Report Period	Mar, 2024 (LHMS 2023 Spring)	Implementing
Risk Level	On Track	
Monthly Updates	March Activities and Notable Events: 1 -Logged returned SAQs 2- Weekly progress reports created and delivered to project stakeholders 3- Data delivery of completed scanned SAQs to HRS 4- Completed SAQs mailed to DataForce for scanning 5- Created of data crosswalks for data deliveries 6- Generated and mailed thank you cards to respondents	

Special Issues	N/A	
Cost as of Apr 08, 2024	*Total Cost to Date (direct + indirect):*	254,998.89
	Est Cost at Completion (E$AC):	236,851.19
	Total Budget:	457,922.00
	Variance (Total Budget minus- E$AC):	221,070.81
	Reason for Variance:	Actual sample of 1,950 is lower than budgeted sample of 2,288, resulting in generally lower costs across all resources. Check voids have also been added to the projections. In addition, the budgeted response rate was 54% but actual response rate is much lower as the respondents are non-responders from past waves of LHMS.
Projections as of Apr 08, 2024	*Dollars Projected for Month:*	3,548.50
	Actual Dollars Used:	2,030.93
	Variance (Projected minus Actual):	1,517.57
	Reason for Variance:	Archiving hour projections were incorrectly projected for March, resulting in underrun. These hours have been moved to end of project.

Measures		**Units at Complete**	**RR**	**HPI**
	Current Goal:	1053	54%	N/A
	Goal at Completion:	1053	54%	N/A
	Current Actual:	358	18%	N/A
	Estimate at Complete:	360	18%	N/A
	Variance:	693	36%	N/A

Other Measures	N/A

Project Name	**(MI CReSS (Year 3 & 4)) Michigan COVID-19 Recovery Surveillance Cohort Study (On Track)**
Project Mode	Primary: Web Secondary: Telephone Total of Modes: 2
Project Type	Sponsored Projects

Budget	**Direct Budget**: 458,145.00	**Indirect Budget:** 119,118.00	**Total Budget:** 577,263.00

Principal Investigator/Clients	Nancy Fleischer (U-M School of Public Health (SPH))
Funding Agency	MDHHS - Releases 1 - 8

IRB	***HUM#:*** HUM00234617	***Period of Approval:*** 6/15/2023-6/14/2028

Project Team	***Project Lead:*** Timothy Prand
	Budget Analyst: William Lokers
	Production Manager: Lisa J Carn
	Senior Project Advisor: Nicole G Kirgis
	Production Manager 1: Narine Verdiyan
	Production Manager 2:

Proposal #	no data
Description	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.
	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.
	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.
	HUM00181068 - Year 3 IRB Exempt - Budget:$841,375 Total used:$649,836
	HUM00234617 - Year 4 - IRB approved - Budget:$477,681
SRO Project Period	08/2021 - 09/2023
Data Col Period	01/2022 - 07/2023
Security Plan	NA

Milestones	***Pre Production Start:***		***Pretest Start:***	
	Pretest End:		***Recruitment Start:*** 06/01/2023	
	Staffing Complete:		***GIT Start:***	
	SS Train Start: 07/28/2023		***SS Train End:*** 07/29/2023	
	DC Start: 09/14/2023		***DC End:*** 06/30/2024	

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
	Deb Wilson: Help Desk
Other Project Name	
Sample Mgmt System	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	Other (HSIP VISA Gift Card)
Payment Method	NA

Report Period	Mar, 2024 (MI CReSS (Year 3 & 4))	Implementing

Risk Level	On Track

Monthly Updates	Cohort 2 launched - Sept 14, 2023
	 - Arabic - Released 3/6/2024 for production
	 - Implemented $50 ToA for Arabic on 4/7/2024. All remaining sample lines are currently at $50 TOA.
	 - Release 1-8 Response Rate overall is now over 76%
	   - Spanish RR is now higher than Cohort 1
	   - Arabic RR is much lower than it was for Cohort 1
	   - Will be done calling on MAIN 4/29/2024
	   - Web availability goes until mid may with COG going 30 days later
	 - Received approval of Releases 9-16 along with some questionnaire changes which are being implemented.
	   - Expected launch 4/22/2024

Special Issues		
Cost as of Apr 16, 2024	*Total Cost to Date (direct + indirect):*	405,854.51
	Est Cost at Completion (E$AC):	487,841.70
	Total Budget:	577,263.00
	Variance (Total Budget minus- E$AC):	89,421.30
	Reason for Variance:	Fewer hours billed to project than estimated/projected.
Projections as of Apr 16, 2024	*Dollars Projected for Month:*	57,805.90
	Actual Dollars Used:	64,676.55
	Variance (Projected minus Actual):	-6,870.65
	Reason for Variance:	Utilized more ST hours than estimated due to Arabic interviewing and having the TLs help more with calling and other tasks.

Measures		Units at Complete	RR	HPI
	Current Goal:	1900	77	3
	Goal at Completion:	2030	80%	3
	Current Actual:	1873	76.32	6.4
	Estimate at Complete:	1900	78%	6.5
	Variance:	-130	-2%	3.5
Other Measures	Targeting 80% of eligible Rs that completed the Main survey to complete the MoCA section in CATI. We are currently at 90% of those who are eligible. MoCA is currently .73 HPI			

Project Name	**(MTF Base Year 2022_27) Monitoring the Future Base Year 2022-2027 (On Track)**		
Project Mode	Primary: Class SAQ Total of Modes: 1		
Project Type	Sponsored Projects		
Budget	**Direct Budget**: 6,267,988.00	**Indirect Budget:** 3,510,072.00	**Total Budget:** 9,778,060.00
Principal Investigator/Clients	Richard Miech (SRC)		
Funding Agency	National Institute on Drug Abuse, one of the National Institutes of Health.		
IRB	**HUM#:** 00217920		**Period of Approval:** from 7/20/22 No CR
Project Team	**Project Lead:** Rebecca Gatward		
	Budget Analyst: Dean E Stevens		
	Production Manager: Margaret Lavanger		
	Senior Project Advisor: Gregg Peterson		
	Production Manager 1: Dominic Bonanni		
	Production Manager 2:		
Proposal #	no data		
Description	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. It is based on two interconnected series of surveys using nationally representative samples: (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). (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/		
SRO Project Period	04/2022 - 03/2027		
Data Col Period	04/2022 - 03/2027		
Security Plan	Yes		

Milestones	**Pre Production Start:**	**Pretest Start:**
	Pretest End:	**Recruitment Start:**
	Staffing Complete:	**GIT Start:**
	SS Train Start:	**SS Train End:**
	DC Start:	**DC End:**

Other Project Team Members	Hueichun Peng Technical Lead (WebSMS and Qualtrics programmer) Ed Green (+Brad Goodwin) Data Management Ashwin Dey SurveyTrak, WebTrak and MTF specific Apps. Programmer Brendon Carroll Help Desk/Tablet support
Other Project Name	
Sample Mgmt System	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	Mar, 2024 (MTF Base Year 2022_27)	Implementing
Risk Level	On Track	
Monthly Updates	March 2024 The first school survey was completed on 2/12. To date (9/4), 140 school surveys have been completed (13,004	

student surveys), survey dates have been scheduled at a further 115 schools and attempts are being made to set dates at a further 30 schools. There are around 20 schools, that agreed to participate, that have not yet been passed to SRO interviewers for them to complete their part of the protocol.

Max has been identified as a back-up for Hueichun. He will begin working alongside Hueichun from April to develop an understanding of the MTF technical systems and tasks.

Special Issues

Cost as of Apr 08, 2024	Total Cost to Date (direct + indirect):	2,268,497.07
	Est Cost at Completion (E$AC):	6,788,344.42
	Total Budget:	9,778,060.00
	Variance (Total Budget minus- E$AC):	2,989,715.58
	Reason for Variance:	Projections for Funding period 2022 – 2027

Current projections result in an under spend for the five year grant period. The projected costs are based on completion of 325 schools in years 2024 – 2027 (we were projecting costs for 400 schools) and all in-person. Illume charges have been removed from projections from 2024 onwards. A portion of the hours for work involved in transitioning MTF surveys to Qualtrics are being charged to the Illume recharge account.

Primary reason for the under spend and plans for SRO funding: Projections for the five year period are based on current scope of work and the adapted protocol (introduced in 2021). The budget prepared for the proposal was based on the pre-pandemic design. The adapted protocol brings savings in the following categories: interviewer hours, travel, shipping and staff time (specifically hours required for loading and preparing tablets for shipping). For the past few years the number of schools recruited and passed to SRO has been lower than the number used for this budget (n=390).

In response, MTF (SRC) have reduced our funding for the first two years. We have received (from MTF) $1,843,080 (Y1) and $1,143,890 (Y2) a total reduction of $815,581. Going forward, the current plan is to fund Year 3 and 4 based on the budgeted amount - if there is significant underspending MTF will reduce SRO's Year 5 award. SRO Finance group feels that we should continue to report/monitor using the original budgeted amount because this is not an official reduction in budget. We are keeping the client (via Nick Prieur) informed of actual and projected spend through a monthly cost report.

Projections as of Apr 08, 2024	Dollars Projected for Month:	203,137.20
	Actual Dollars Used:	193,418.29
	Variance (Projected minus Actual):	9,718.91
	Reason for Variance:	Source of the slight variance is a mix of salary and non-salary costs.

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

Other Measures

Project Name	(MTF Early Panel Pilot) Monitoring the Future: A Cohort-Sequential Panel Study of Drug Use, Ages 19-65 - Administrative Supplement #1 (8/10th Grade Panel) (On Track)		
Project Mode	Primary: Web		
Project Type	Sponsored Projects		
Budget	**Direct Budget**: 184,954.00	**Indirect Budget:** 103,575.00	**Total Budget:** 288,529.00
Principal Investigator/Clients	Megan Patrick (ISR, SRC)		
Funding Agency			
IRB	*HUM#:* 00244359		*Period of Approval:*
Project Team	*Project Lead:* Donnalee Ann Grey-Farquharson		
	Budget Analyst: Dean E Stevens		
	Production Manager:		
	Senior Project Advisor: Rebecca Gatward		
	Production Manager 1:		
	Production Manager 2:		
Proposal #	no data		
Description	After the MTF research team delivers survey specifications for each of the 2 waves of data collection, SRO will program the instruments and conduct integration testing with the sample management system. When testing is complete, SRO will launch the 2024 and 2025 Web survey data collections with an estimated sample size of 600 cases per wave of data collection. The Principal Investigator will identify the sample and deliver contact information including e-mail address to SRO. SRO will conduct reminder calling with an estimated 300 cases for each wave of data collection. This budget assumes an overall SRO involvement period of 20 months commencing in March 2024 with the data collections taking place during a 4-month period (for each wave), beginning in May 2024 (for Wave 1) and May 2025 (for Wave 2).		
SRO Project Period	12/2023 - 12/2025		
Data Col Period	04/2024 - 08/2025		
Security Plan	NA		

Milestones		
Pre Production Start:		*Pretest Start:*
Pretest End:		*Recruitment Start:*
Staffing Complete:		*GIT Start:*
SS Train Start:		*SS Train End:*
DC Start:		*DC End:*

Other Project Team Members	Rebecca Gatward (SPA), Donnalee Grey-Farquharson (Lead), Hueichun Peng, Shaowei Sun, Hongyu Johnson, Brad Goodwin, Edward Green
Other Project Name	
Sample Mgmt System	Web SMS
Data Col Tool	Other (Qualtrics)
Hardware	NA
DE Software	NA
QC Recording Tool	NA
Incentive	Yes, R
Administration	ISR Group (MTF Staff)
Payment Type	Other (Tango Card)
Payment Method	Other (Post (by MTF Staff))

Report Period	Mar, 2024 (MTF Early Panel Pilot)	Implementing
Risk Level	On Track	
Monthly Updates	1. Project Management -Integration testing complete. 2. Web SMS -Web SMS programming complete	
Special Issues		
Cost as of Mar 31, 2024	*Total Cost to Date (direct + indirect):*	34,786.72

	Est Cost at Completion (E$AC):			297,408.83
	Total Budget:			288,529.00
	Variance (Total Budget minus- E$AC):			-8,879.83
	Reason for Variance:	The variance is a result of the Survey Specialist rate change impact.		
Projections as of Mar 31, 2024	Dollars Projected for Month:			15,251.20
	Actual Dollars Used:			13,209.79
	Variance (Projected minus Actual):			2,041.41
	Reason for Variance:	Project staff worked less hours than the projected.		

Measures		Units at 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 (On Track)		
Project Mode	Primary: Web Secondary: Telephone Total of Modes: 2		
Project Type	Sponsored Projects		
Budget	**Direct Budget**: 2,496,935.00	**Indirect Budget:** 1,398,282.00	**Total Budget:** 3,895,217.00
Principal Investigator/Clients	Megan Patrick (UM-SRC)		
Funding Agency			
IRB	**HUM#:** 00217920		**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 1:		
	Production Manager 2:		
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		

Milestones	**Pre Production Start:**	**Pretest Start:**
	Pretest End:	**Recruitment Start:**
	Staffing Complete:	**GIT Start:**
	SS Train Start:	**SS Train End:**
	DC Start:	**DC End:**

Other Project Team Members	Rebecca Gatward (SPA), Donnalee Grey-Farquharson, Lloyd Hemingway, Dave Dybicki, Max Malholtra, Hueichun Peng, Shaowei Sun, Peter Sparks, Ashwin Dey, Hongyu Johnson, Brad Goodwin, Edward Green.
Other Project Name	MTF
Sample Mgmt System	Web SMS
Data Col Tool	Other (Qualtrics)
Hardware	NA
DE Software	NA
QC Recording Tool	NA
Incentive	Yes, R
Administration	ISR Group (MTF Staff)
Payment Type	Check, prepaid; Check, post
Payment Method	Other (MTF Staff handles this)

Report Period	Mar, 2024 (MTF Panel 2022-27)	Implementing
Risk Level	On Track	
Monthly Updates	1. Management -Integration testing complete. -Client will be informed about the rate change impact. 2. System - WebSMS testing complete 3. Data Collection - N/A 4. Winter Location - ended on 2/27/2024. 5. NR Production/Calling-N/A	

6. RLM: Testing complete

Special Issues

Cost as of Mar 31, 2024	*Total Cost to Date (direct + indirect):*		1,413,678.48
	Est Cost at Completion (E$AC):		4,009,130.11
	Total Budget:		3,895,217.00
	Variance (Total Budget minus- E$AC):		-113,913.11
	Reason for Variance:	The total project amount includes MTF Web Illume as well as Non-Response Calling and Winter Location project. The variance, over the next 3 years, is a result of the Survey Specialist rate change impact.	
Projections as of Mar 31, 2024	*Dollars Projected for Month:*		56,670.74
	Actual Dollars Used:		47,670.36
	Variance (Projected minus Actual):		9,000.38
	Reason for Variance:	Staff charged less hours than projected.	

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

Other Measures

Project Name	**(NDWS) National Dementia Workforce Study (On Track)**		
Project Mode	Primary: Not Available		
Project Type	Sponsored Projects		
Budget	**Direct Budget**: 4,327,548.00	**Indirect Budget:** 2,423,425.00	**Total Budget:** 6,750,973.00
Principal	Donovan Maust (Michigan Medicine)		
Investigator/Clients	Joanne Spetz (University of California, San Francisco)		
	James Wagner (University of Michigan - Survey Research Center)		
Funding Agency	NIA		
IRB	*HUM#:*		*Period of Approval:*
Project Team	*Project Lead:* Margaret Lee Hudson		
	Budget Analyst: Nicole Danielle Doher		
	Production Manager:		
	Senior Project Advisor: Stephanie A Chardoul		
	Production Manager 1: Piotr Dworak		
	Production Manager 2: Lisa S Holland		
Proposal #	no data		
Description	The National Dementia Workforce Study (NDWS) will be launched by a national team of experts in clinical care of persons living with dementia, survey research, and health workforce research. The goal of the NDWS data infrastructure is to allow researchers and policymakers to ask and answer scientific questions to help build the workforce of clinicians and other professional care providers required by the growing population of persons living with dementia in the U.S. The Core of NDWS will be four surveys that reflect key elements of the professional dementia care workforce in the U.S.: Community Clinicians, Nursing Home Staff, Home Care Staff, and Assisted Living Staff. In addition to these surveys, the NDWS team will develop a variety of additional data sources that can be linked with the surveys in order to maximize the scientific potential of the surveys. The project's activities will be conducted through five Cores: 1) Administrative; 2) Screening and Survey Instrument; 3) Administrative Data Transfer, Masking, Access, and Ethics; 4) Data Collection, Linkages, Cleaning, and Sharing; and 5) Research Studies. The overall aims are to: 1) Launch a family of four nationally representative professional dementia workforce surveys covering the key care delivery settings in the U.S.; 2) Through the National Dementia Workforce Study, build a data infrastructure surrounding the dementia workforce surveys that allows researchers to generate critical insights into the professional dementia care workforce and associated outcomes for PLWD; and 3) Develop and expand the community of researchers focused on the professional dementia care workforce overall and that use the National Dementia Workforce Study data infrastructure. SRO's work is associate with Cores 2 and 4.		
SRO Project Period	10/2023 - 09/2028		
Data Col Period			
Security Plan	NA		

Milestones	*Pre Production Start:*		*Pretest Start:*	
	Pretest End:		*Recruitment Start:*	
	Staffing Complete:		*GIT Start:*	
	SS Train Start:		*SS Train End:*	
	DC Start:		*DC End:*	

Other Project Team Members	Lisa Holland, Gregg Peterson, Raphael Nishimura, Ji Qi, Anna Fuqua-Smith, Liliana Grueber, Dominic Bonanni,
Other Project Name	
Sample Mgmt System	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	Mar, 2024 (NDWS)	Planning
Risk Level	On Track	
Monthly Updates	March activities: * Margaret Hudson joined to project team to partner with Piotr as lead. The two will continue to determine roles and responsibilities on the project. * Met with finalists for data collection partners (DLH and RTI) for them to present their proposals for each of the	

four surveys. Made final decisions on vendors and notified all.
* Continued sample frame development for the Assisted Living survey and the Home Care surveys, including contacting agencies to collect missing data required for the sample frame (e.g., number of beds, contact information).
* Began cognitive interviews to test the questions from the staff, administrator, and clinician surveys. Interviews are being conducted via Zoom with respondents with a diverse range of respondent experiences.
* Met with data manager Valyn Dall to begin reviewing and discussing the four questionnaires to ensure data harmonization across surveys and data collection partners.

Special Issues

Cost as of Apr 16, 2024	*Total Cost to Date (direct + indirect):*		210,697.09
	Est Cost at Completion (E$AC):		4,836,762.86
	Total Budget:		6,750,973.00
	Variance (Total Budget minus- E$AC):		1,914,210.14
	Reason for Variance:	Still working to refine projections as the project gets started and new project manager (Hudson) comes on board.	
Projections as of Apr 16, 2024	*Dollars Projected for Month:*		102,611.48
	Actual Dollars Used:		76,443.43
	Variance (Projected minus Actual):		26,168.05
	Reason for Variance:	Still working to refine projections as the project gets started and new project manager (Hudson) comes on board.	

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

Other Measures

Project Name	**(PR-PSID) Puerto Rico Panel Study of Income Dynamics (Some Concerns)**
Project Mode	Primary: Face to Face Secondary: Telephone Total of Modes: 2
Project Type	Sponsored Projects
Budget	**Direct Budget**: 828,581.00 **Indirect Budget:** 464,004.00 **Total Budget:** 1,292,585.00
Principal	Narayan Sastry (University of Michigan)
Investigator/Clients	Elizabeth Fussel (Brown University)
Funding Agency	NICHD, with supplemental funding being sought from NIA
IRB	*HUM#:* HUM00197300 *Period of Approval:* 4/5/2022-3/22/24
Project Team	***Project Lead:*** Camila Kendall
	Budget Analyst: Ivanna Iavorska-Em
	Production Manager:
	Senior Project Advisor: Stephanie A Chardoul
	Production Manager 1: Camila Kendall
	Production Manager 2:
Proposal #	no data
Description	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.
SRO Project Period	01/2022 - 12/2023
Data Col Period	
Security Plan	NA

Milestones			
	Pre Production Start: 10/01/2021	***Pretest Start:*** 02/05/2024	
	Pretest End: 03/11/2024	***Recruitment Start:***	
	Staffing Complete:	***GIT Start:*** 01/30/2024	
	SS Train Start: 01/31/2024	***SS Train End:*** 02/02/2024	
	DC Start:	***DC End:***	

Other Project Team Members	Shonda Kruger-Ndiaye & Camila Kendall -- Co-Project Leads Raphael Nishimura -- Sampling Tech Team: Marsha Skoman (Tech Lead & STrak Programmer), Jude Purillo (Lead Blaise Programmer), Kelly Lieske (Programming Support), Valyn Dall (Data Manager), Jennie Williams (Data Management Support), Emmanuel Ellis (Help Desk), Cheng Zhou (Database setup), Lihshwu Ke (Database set up) Spanish Testing and Project Support: Liliana Grueber, Alondra Ortiz-Ortiz, Mabel Hernandez Duran (PSID Temp)
Other Project Name	
Sample Mgmt System	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	Mar, 2024 (PR-PSID)	Implementing
Risk Level	Some Concerns	
Monthly Updates	Pretest production ended on 3/18 -- reached our goal of completing 75 pretest interviews (70 FTF, 5 CATI). All sample has been finalized. SRO gathered pretest interviewer feedback via a google form, and a debriefing meeting. During the debriefings, IWERs raised concerns about the interview length compared to the estimate we provide Rs -- estimate is 90 minutes, many interviews took 2.5-3 hours. SRO is developing a timing report for the PIs. One of the biggest lessons learned for pretest is that we may not be able to use Blaise CARI to record the interviews. Blaise CARI recordings had to be turned off during pretest production as it was causing IWs to crash --	

once turned off, the Blaise crashes stopped. SRO will continue investigating the Blaise CARI issues and work to determine the best way to record the MDC issues.

SRO is working with PIs to develop a protocol for conducting phone interviews during MDC -- for pretest, the IWERs had to refuse all of the skin color evaluation/observation questions. SRO/ETI will explore options to send the skin color card via email/text to CATI respondents for MDC, so that they can we can gather this data regardless of what mode the IW is completed in.

SRO identified a resource from DMSS to help with the Pretest Data Out over the summer. All of the the data out work scope that is planned is new for SRO. SRO resource will be trained in SAS then will work with PSID staff to be trained on data extraction.

PR-PSID Management team is still working with Core Lead to determine the next steps for integrating the PR-PSID and Core instruments. SRO will provide PIs with a cost estimate for the upcoming work, and get guidance on how to charge the time across both projects. Aiming to get PI approval (from all Core & PR-PSID PIs) to integrate the two instruments by the end of April.

Special Issues	Projecting an overrun -- which increased significantly after rate increases. Much of the Post Collection Processing that is planned is new for SRO.	
Cost as of Apr 16, 2024	*Total Cost to Date (direct + indirect):*	592,055.28
	Est Cost at Completion (E$AC):	1,494,234.15
	Total Budget:	1,292,585.00
	Variance (Total Budget minus- E$AC):	-201,649.15
	Reason for Variance:	Added minimal hours for Data management for close out, and for Project lead to oversee Core/PR-PSID Instrument Integration. Projected cost to complete increased by ~91K direct due to rate increases for Survey Specialists and Survey Director.
Projections as of Apr 16, 2024	*Dollars Projected for Month:*	10,167.84
	Actual Dollars Used:	9,759.88
	Variance (Projected minus Actual):	407.96
	Reason for Variance:	Actuals were very close to projections -- some tech categories actuals were slightly less than projected.

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

Other Measures

Project Name	**(PSID CDS 2023) PSID Childhood Development Supplement 2023 (On Track)**		
Project Mode	Primary: Mixed Secondary: Face to Face Total of Modes: 4		
Project Type	Sponsored Projects		
Budget	**Direct Budget**: 3,045,535.57	**Indirect Budget:** 1,705,467.00	**Total Budget:** 4,751,002.57
Principal Investigator/Clients	Narayan Sastry (SRC)		
Funding Agency			
IRB	**HUM#:** HUM00166316		**Period of Approval:**
Project Team	**Project Lead:** Piotr Dworak		
	Budget Analyst: Ivanna Iavorska-Em		
	Production Manager: Sarah Crane		
	Senior Project Advisor: Stephanie A Chardoul		
	Production Manager 1:		
	Production Manager 2:		
Proposal #	no data		
Description	A 2023 wave of the Childhood Development Supplement (CDS) is going to be conducted in two phases. Phase 1: from September 2023 – May 2024 and Phase 2: from June 2024 - January 2025. The sample for CDS is comprised of the PSID-eligible children (ages 0 -17) from the Core 2023 families we interview and their primary caregivers. Approximately 3,700 families will be included, with some Core families containing several CDS children. As part of the CDS Phase 1, families are asked to complete phone coverscreen and PCG interviews followed by mixed Adolescent 12 - 17 phone/web interview (including an IVR component in phone mode). In Phase 2 families will be visited in person (where possible) and asked to complete Child 8 - 11 interviews (via Video if out of area), provide physical measurements, educational assessments, saliva collection, time diaries, school and birth record linkage forms. CDS interviewing will be conducted by a mix of SSL and Field interviewers. Coverscreen and PCG interviews will be handled by SurveyTrak and Blaise 4.8, Adolescent interviews will be handled by MSMS and Blaise 5.		
SRO Project Period	08/2022 - 01/2025		
Data Col Period	09/2023 - 01/2025		
Security Plan	NA		

Milestones	**Pre Production Start:** 10/01/2022	**Pretest Start:** 04/24/2023
	Pretest End: 05/14/2023	**Recruitment Start:** 07/01/2023
	Staffing Complete: 09/01/2023	**GIT Start:** 12/12/1999
	SS Train Start: 01/18/2024	**SS Train End:** 01/22/2024
	DC Start: 01/22/2024	**DC End:** 07/31/2024

Other Project Team Members		
Other Project Name		
Sample Mgmt System	SurveyTrak; MSMS; Other (WSMS)	
Data Col Tool	Blaise 4.8; Blaise 5; Other (IVR)	
Hardware	Laptop; Desktop; [UM cell] Phone; Paper and Pencil	
DE Software	Other (Time Diary Coding)	
QC Recording Tool	DRI-CARI; Camtasia	
Incentive	Yes, R; Yes, INF; Yes, Other (PCG)	
Administration	SRO Group	
Payment Type	Check, post (75 + interventions); Other (ePay)	
Payment Method	Check through other system (PSID RAPS); Interviewer payment of cash (reimbursed/reconciled via Tenrox) (PSID RAPS)	

Report Period	Mar, 2024 (PSID CDS 2023)	Implementing
Risk Level	On Track	
Monthly Updates	CDS data collection lin in week 14.	

Our current goals and progress:
-- CS currently at 1,832 56% complete compared 55% in '21 and 50% in '19. Goal is still ambitious complete 2800 (90%) in 27 weeks. However, we missed week 14 goals.
-- PCG 1344 of goal 2700 (95% of est. ~2800 spawned). PCG interviews are going very well 73% of spawned completed (comp 71% in '21 at same point in time)
-- Adolescent 553 of est 1114 sample. Adolescent progress is much quicker than '21 (58% of spawned completed in '23-25 vs. 37% in '21); 92% of IVR interviews completed with Adolescents eligible for IVR (phone interview) -- compared to 84% overall in '21.

Staff:
Staffing remains unchanged:
-- 47 interviewers + 2 locators (no attrition after the training) (
-- we see some impact of sharing on hours, CDS staff is shared with other projects (PSID Saliva, MTF, BFY, etc.)

Sample:
All sample but the TAS overlap cases had been released:
-- Release 1: 2260 (34 Spanish)
-- Release 2: 759 (66 Spanish)
-- Release 3: 143 (Just released March 21)
-- Release 4: ~ 41 cases overlapping with TAS and TAS not yet completed.

Phase 2 update:
Preparations for Phase 2 in Fall of 2024 are ongoing however, we agreed that we must have the sample, funding, and hiring plan by early June to proceed with Fall 2024 launch.

Special Issues			
Cost as of Apr 16, 2024	**Total Cost to Date (direct + indirect):**		1,535,827.83
	Est Cost at Completion (E$AC):		4,436,840.85
	Total Budget:		4,751,002.57
	Variance (Total Budget minus- E$AC):		314,161.72
	Reason for Variance:	We continue underrunning monthly due to lower tech needs and management / production team getting absorbed by other projects. However, the production hours / interviewer time is spent close to expectations.	
Projections as of Apr 16, 2024	**Dollars Projected for Month:**		602,775.67
	Actual Dollars Used:		428,401.27
	Variance (Projected minus Actual):		174,374.40
	Reason for Variance:	We continue underruning monthly due to lower tech needs and production / project team getting absorbed by other projects.	

Measures		**Units at Complete**	**RR**	**HPI**
	Current Goal:	n/a	n/a	n/a
	Goal at Completion:	n/a	n/a	n/a
	Current Actual:	n/a	n/a	n/a
	Estimate at Complete:	n/a	n/a	n/a
	Variance:	n/a	n/a	n/a
Other Measures	CDS tracks goals for 3 different sample sizes - the goals are reported in the text write up above.			

Project Name	(PSID TAS 2023) Transition to Adulthood within its Life Course & Intergenerational Family Context (On Track)		
Project Mode	Primary: Web Secondary: Telephone Total of Modes: 2		
Project Type	Sponsored Projects		
Budget	**Direct Budget**: 934,249.00	**Indirect Budget:** 523,179.00	**Total Budget:** 1,457,428.00
Principal Investigator/Clients	Narayan Sastry (U-M PSC SRC)		
Funding Agency			
IRB	*HUM#:* 00112629		*Period of Approval:*
Project Team	*Project Lead:* Elizabeth Ohryn		
	Budget Analyst: Ivanna Iavorska-Em		
	Production Manager: Narine Verdiyan		
	Senior Project Advisor: Stephanie A Chardoul		
	Production Manager 1: Daric Thorne		
	Production Manager 2:		
Proposal #	no data		
Description	TAS 2023 is the 10th 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 2023, 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 $145 for completing the interview which includes a $75 base payment and possible other interventions. Phone interviews will be completed by Survey Research Center Survey Services Lab (SSL) interviewers.		
SRO Project Period	05/2023 - 07/2024		
Data Col Period	10/2023 - 05/2024		
Security Plan	NA		

Milestones	*Pre Production Start:* 05/01/2023	*Pretest Start:*
	Pretest End:	*Recruitment Start:* 07/23/2023
	Staffing Complete:	*GIT Start:* 10/03/2023
	SS Train Start: 10/02/2023	*SS Train End:* 10/06/2023
	DC Start: 10/03/2023	*DC End:* 05/31/2023

Other Project Team Members	PSID Suite SRO Lead - Shonda Kruger-Ndiaye; TSG Tech Leads - Jim Rodgers, Laura Yoder, and Jeff Smith; Data Manager - Rose Zybel; Blaise Programmer - Youhong Liu; Portal - Jude Perillo MSMS Programmers - Pam Swanson and Darnell Christian; Help Desk Support - Kyle Goodman; Testing Coordinator and project support - Camila Kendall; Project/Production Support - Jaime Koopman, Sarah Crane, Xiomara Lorenzo-Guerra & Liliana Grueber; Reporting - Piotr Dworak and Ruyi Chen
Other Project Name	
Sample Mgmt System	MSMS
Data Col Tool	Blaise 5
Hardware	Laptop; Desktop; [UM cell] Phone
DE Software	NA
QC Recording Tool	Camtasia
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	Mar, 2024 (PSID TAS 2023)	Implementing
Risk Level	On Track	
Monthly Updates	Summary of March Activities	

Production
- All TAS sample was released for production. TAS production continues slightly ahead of goals with 2132 total completes, 38 ahead of the cumulative goal at the end of March.
- Additional boosts to the R TOA have gone out steadily in March to all releases either in the form of a middle wave offer (middle of the project) or a web special offer (offer before non-response calling begins). These offers include different messaging announcing the offer and completion deadline via postcards, texts, and emails.
- Non-monetary incentives went out to all interim cases in Rel 1 and Rel 2. The aim is a unique outreach to Rs that includes a cell phone charger along with a reminder about the TAS iw and their web credentials for logging into

their iw. After this mailing is sent iwers will call sample to ensure that Rs keep an eye out for the mailing.

Management
- PIs have confirmed with the project team the timeline will remain in place without an extension. This means the project's end game will begin for all releases on May 1 and barring any changes will go until June 1.
- TAS remains very mailing heavy during this period with each release getting separate offers and letters or postcards included with those offers. We continue to think of ways to streamline processes and create efficiencies for this and future project waves.
- Focusing on ensuring backups are ready for upcoming, planned out-of-the-office time throughout March. No concerns with ensuring tasks are completed without interruption.

Staffing and Training
- No interviewer attrition.

Technical
- Endgame templates have been programmed and the project is testing these email and text templates.
- Locating leads were submitted to MSG and results for R and CPs returned that included up to three phone numbers and emails. The project's data manager along with Daric are adding leads to NAPE details and case notes for interviewer follow-up.
- Reduced tech team calls to every other week.

Special Issues			
Cost as of Apr 16, 2024	**Total Cost to Date (direct + indirect):**		920,826.25
	Est Cost at Completion (E$AC):		1,388,504.55
	Total Budget:		1,457,428.00
	Variance (Total Budget minus- E$AC):		68,923.45
	Reason for Variance:	Technology and management costs continue to be lower than projected with some allocations removed or reduced.	
Projections as of Apr 16, 2024	**Dollars Projected for Month:**		180,774.80
	Actual Dollars Used:		128,829.29
	Variance (Projected minus Actual):		51,945.51
	Reason for Variance:	Management costs came in lower than projected.	

Measures		**Units at Complete**	**RR**	**HPI**
	Current Goal:	2094	75%	
	Goal at Completion:	2428	89%	3.7
	Current Actual:	2132	76%	2.6
	Estimate at Complete:			3.7
	Variance:			
Other Measures				

Project Name	**(PSID23) Panel Study of Income Dynamics Core 2023 (On Track)**		
Project Mode	Primary: Web Secondary: Telephone Total of Modes: 3		
Project Type	Sponsored Projects		
Budget	**Direct Budget**: 6,235,802.00	**Indirect Budget:** 0.00	**Total Budget:** 6,235,802.00
Principal	Katherine McGonagle (UM-SRC-PSID)		
Investigator/Clients	Narayan Sastry (UM-SRC-PSID)		
	Esther Friedman (UM-SRC-PSID)		
Funding Agency			
IRB	*HUM#:* HUM00062417		*Period of Approval:* 3/22/22-3/21/24
Project Team	*Project Lead:* Rachel Anne Orlowski		
	Budget Analyst: Ivanna Iavorska-Em		
	Production Manager: Stacy Quisenberry		
	Senior Project Advisor: Stephanie A Chardoul		
	Production Manager 1: Daric Thorne		
	Production Manager 2: Shonda R Kruger-Ndiaye		
Proposal #	no data		
Description	The Panel Study of Income Dynamics (PSID--also 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 2023 sample size will be approx. 11,200, with approx. 9,650 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; fertility; COVID-19; 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 survey will be administered via web and telephone, with the expectation that more surveys will be completed via web than telephone (which will be a first for the study). During the 2023 wave, saliva samples will be collected for the first time on PSID Core. The Core interview must be completed to be eligible for saliva collection. Saliva sample participants that are eligible for collection during Core are adults related to Child Development Supplement (CDS) children but do not live with them. Interviewers will be trained on both the interview and saliva collection protocols. Both data collection efforts will be managed in the same MSMS project. The 2023 waves of CDS and the Transition into Adulthood (TAS) will follow PSID Core data collection. CDS and TAS eligibility is dependent upon completion of PSID Core.		
SRO Project Period	03/2022 - 09/2024		
Data Col Period	03/2023 - 04/2024		
Security Plan	NA		

Milestones	*Pre Production Start:* 03/01/2022	*Pretest Start:* 10/11/2022
	Pretest End: 10/31/2022	*Recruitment Start:* 09/19/2022
	Staffing Complete: 04/21/2023	*GIT Start:* 06/05/2023
	SS Train Start: 03/08/2023	*SS Train End:* 06/11/2023
	DC Start: 03/23/2023	*DC End:* 04/30/2024

Other Project Team Members	TSG Tech Leads - Jim Rodgers, Jeff Smith, & Karl Dinkelmann; Data Manager - Brad Goodwin & Ed Green; 68ID Site Programmer - Ashwin Dey; Blaise Programmer - Jude Perillo; MSMS Programmers - Pam Swanson & Darnell Christian; Self Scheduler Programmer - Peter Sparks; Help Desk - David Bolt, Andrea Pierce, & Deb Wilson; Production Tech Support - Sarah Broumand; Testing Coordinator - Camila Kendall; SSL Production Manager: Carolyn Vieira-Martinez; DCO Production Manager: Lorraine Bird; Saliva Project Manager: Mark Nathin; Project/Production Support - Saujanya Acharya, Mat Luna, Janet McBride, & Xiomara Lorenzo-Guerra; Reporting, Mapping, & Sample Assignment - Ji Qi & Wen Chang
Other Project Name	PSID Core 2023
Sample Mgmt System	MSMS
Data Col Tool	Blaise 5
Hardware	Laptop; [UM cell] Phone
DE Software	N/A
QC Recording Tool	Camtasia
Incentive	Yes, R; Yes, Other (Locator, Proxy)
Administration	ISR Group (PSID)
Payment Type	Check, post (Varies); Cash, post (Varies); Other (electronic, post--JP Morgan)
Payment Method	Check through other system (PSID will handle check & e-payment via RAPS); Interviewer payment of cash (reimbursed/reconciled via Tenrox) (PSID will handle check & e-payment via RAPS)

Report Period	Mar, 2024 (PSID23)		Implementing
Risk Level	On Track		
Monthly Updates	Summary of March 2024 Activities Interview OCC/IND coding completed by March 11. Redelivered data with partial interview lengths on March 12. Deleted sessions completed by field staff as part of code out. Saliva Collection Visited ~3/4 of projected FTF FUs. Made FTF contact w/ ~1/3 and collected samples from ~1/2 of those we reach. Budget assumed 100% participation from those we visit. Started following up with participants who provided a sample but did not provide a consent or their consent was incomplete. Overall stats: ~60% FUs are finalized. ~1/4 of participants provided saliva samples (goal: 44%). ~1/3 of participants refuse.		
Special Issues	Saliva data collection (including FTF visits) started later than originally planned. Saliva FTF effort will continue into April--extending data collection by two months. Saliva FTF RR falling short of budgeted target.		
Cost as of Apr 16, 2024	*Total Cost to Date (direct + indirect):*		5,390,117.42
	Est Cost at Completion (E$AC):		5,679,109.05
	Total Budget:		6,235,802.00
	Variance (Total Budget minus- E$AC):		556,692.95
	Reason for Variance:	Main driver of underrun: Less interviewer effort (~$474K) & associated recharges/fees (~$123K). Note: CRS has the main iw and saliva budgets loaded. Unable to separate Core IDC costs from Contact Update IDC costs. Cost values only reflect Direct Costs.	
Projections as of Apr 16, 2024	*Dollars Projected for Month:*		239,281.01
	Actual Dollars Used:		171,270.47
	Variance (Projected minus Actual):		68,010.54
	Reason for Variance:	Main drivers of underrun: FTF travel (~$17K) and duplicating (~$14K). Note: Unable to separate Core IDC costs from Contact Update IDC costs. Cost values only reflect Direct Costs.	

Measures		**Units at Complete**	**RR**	**HPI**
	Current Goal:			
	Goal at Completion:	9646	89%	6.58
	Current Actual:	9189	86%	5.59
	Estimate at Complete:			
	Variance:	457	3%	0.99

Other Measures	Notes for Measures Above: From Dashboard. Units Completed = 9189 iws (2476 CATI--27%, 6713 web--73%). Sample Invited = 10,928. BUDGET ASSUMPTIONS: Mode of completion: 60% web & 40% CATI; Of the web completes, 38% do not require any interviewer effort. HPI: 5.42 = CATI completes; 7.21 = web completes w/ interviewer follow-up; 10.17 = non-sample/non-iw. Additional 1.74 HPI for FTF NRFU cases.

Project Name	(SCA 2024) Surveys of Consumer Attitudes (On Track)		
Project Mode	Primary: Mail Total of Modes: 1		
Project Type	Sponsored Projects		
Budget	**Direct Budget**: 696,383.00	**Indirect Budget:** 0.00	**Total Budget:** 696,383.00
Principal Investigator/Clients			
Funding Agency			
IRB	*HUM#:*		*Period of Approval:*
Project Team	*Project Lead:* William Keating		
	Budget Analyst: Dean E Stevens		
	Production Manager: Lisa J Carn		
	Senior Project Advisor: Shonda R Kruger-Ndiaye		
	Production Manager 1:		
	Production Manager 2:		
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	01/2024 - 06/2024		
Data Col Period			
Security Plan	NA		

Milestones	*Pre Production Start:*	*Pretest Start:*
	Pretest End:	*Recruitment Start:*
	Staffing Complete:	*GIT Start:*
	SS Train Start:	*SS Train End:*
	DC Start: 01/02/2024	*DC End:* 06/30/2024

Other Project Team Members	
Other Project Name	
Sample Mgmt System	SMS
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	Mar, 2024 (SCA 2024)	Initiation
Risk Level	On Track	
Monthly Updates	SCA March 2024 began as scheduled on Monday 02/28/2024, and ended two-days early, Saturday 3/23/2024. We completed 602 interviews in March 2024 (321/180/101), 2 interviews above our goals of 600 (320/180/100). The cumulative HPI for the month was 3.33 (.13 higher than our budgeted goal of 3.20), which represents a decrease from the February 2024 study month.	
Special Issues		

Cost as of Apr 17, 2024	*Total Cost to Date (direct + indirect):*	312,265.68
	Est Cost at Completion (E$AC):	694,744.25
	Total Budget:	696,383.00

	Variance (Total Budget minus- E$AC):		1,638.75
	Reason for Variance:	The current cost report shows a projected underrun for CY2024 of $1,638.75. This represents a significant decrease from the previous month, which reported a projected underrun of $69,903.00. Two factors led to this decrease. First, an equity review of the Survey Specialist and Survey Director track resulted in salary increases for staff in those titles. Second, the survey tech and interviewer projections were increased to reflect sufficient hours for more recent HPIs and to assume that any attrition of interviewers from the SSL will be addressed by supplementing with Field interviewer hours, at higher cost per hour. Since the announcement of SCA CATI ending in June, one interviewer has announced their last day as they transition into a full-time position outside of the organization.	
Projections as of Apr 17, 2024	**Dollars Projected for Month:**		116,278.00
	Actual Dollars Used:		118,677.35
	Variance (Projected minus Actual):		-2,399.35
	Reason for Variance:	We were over budget for the month of March due to a higher than budgeted HPI 3.33 (+0.13).	

Measures		**Units at Complete**	**RR**	**HPI**
	Current Goal:	600		3.2
	Goal at Completion:	600		3.2
	Current Actual:	602		3.33
	Estimate at Complete:	602		3.33
	Variance:	+2		+0.13

Other Measures

Project Name	(SRS 2021) Social Relations 2023 (On Track)		
Project Mode	Primary: Face to Face Total of Modes: 1		
Project Type	Sponsored Projects		
Budget	**Direct Budget**: 3,767,057.11	**Indirect Budget:** 2,109,553.00	**Total Budget:** 5,876,610.11
Principal	Toni Antonucci (ISR)		
Investigator/Clients	Kristine Ajrouch (ISR)		
	Laura Zahodne (ISR)		
Funding Agency	NIH		
IRB	*HUM#:*		*Period of Approval:*
Project Team	*Project Lead:* Barbara Lohr Ward		
	Budget Analyst: Christine Evanchek		
	Production Manager: Veronica Connors-Burge		
	Senior Project Advisor: Nicole G Kirgis		
	Production Manager 1: Taghreid Lovell		
	Production Manager 2: Ian Ogden		
Proposal #	no data		
Description	Conduct 3400 interviews with respondents aged 35 years or older residing in the tri-county area of Southeast Michigan (Wayne, Oakland and Macomb counties) and 244 interviews with original Social Relations panel sample members aged younger than 65 years of age. The project involves screening up to 6900 new sample lines., with one selected respondent per household. The interview will consist of a 60 minute core interview (content from the Social Relations interview), a 60 minute cognitive interview and a series of physical measurements (height, weight, blood pressure, grip strength) and saliva collection. The SRS 2023 project will use the same instrument programmed for the D-Amp project, with the only new programming being that for a screener. The screener will be translated into Arabic. No informant or proxy interview is included in the project scope. Interviews will be conducted in English or Arabic.		
SRO Project Period	09/2021 - 05/2023		
Data Col Period	05/2023 - 04/2024		
Security Plan	NA		

Milestones	*Pre Production Start:* 09/01/2022	*Pretest Start:*
	Pretest End:	*Recruitment Start:* 02/01/2023
	Staffing Complete: 04/10/2023	*GIT Start:* 05/16/2023
	SS Train Start: 05/18/2023	*SS Train End:* 05/25/2023
	DC Start: 05/30/2023	*DC End:* 12/31/2024

Other Project Team Members	Taghreid Lovell, Veronica Connors-Burge, Mathew Luna, Jeff Smith, Ashwin Dey, Kelly Liesko, Peter Sparks, Raphael Nishimura, John Gawlas, Valyn Dall
Other Project Name	Social Relations 2022, DAWN, Social Relations 2023
Sample Mgmt System	SurveyTrak
Data Col Tool	Blaise 4.8
Hardware	Laptop; [UM cell] Phone; Paper and Pencil
DE Software	Other (Weblog)
QC Recording Tool	DRI-CARI
Incentive	Yes, R
Administration	SRO Group
Payment Type	Cash, prepaid ($75 respondent, $25 informant); Other ($2 screener incentive)
Payment Method	Interviewer payment of cash (reimbursed/reconciled via Tenrox)

Report Period	Mar, 2024 (SRS 2021)	Implementing
Risk Level	On Track	
Monthly Updates	BLUF Interviewers are working more hours than projected, and completing more interviews than projected. We believe that field interviewing may be completed early (October 2024) instead of running through the end of the year. Hours per interview and hours per screen are holding steady. We will continue to monitor production and costs and will work to the budgeted dollar amount for the study. On Feb 22, the PIs proposed a new target for newly screened cases on Social Relations – 1100 cases. SRO provided a ballpark budget on Feb 29 that indicated that extending production and completing 1100 cases (instead of the original 3400 cases) would fit within available funds. The PIs affirmed this new goal on March 14. The screening response rate in low-MENA areas has improved to about 31%. Screening continues to be very difficult, with interviewers continuing to run into hostility in low-MENA areas. Interviewers have continued to gain	

ground in converting screened-in cases to completed interviews. The main SRS response rate is now 53% for newly-screened in cases. The panel sample was released on April 11.

While SRO planned to move forward with a screener end-game protocol, and development of a web application to gather household rosters, work and roll-out is on hold at the request of the interviewers. Interviewers reported feeling overwhelmed with new protocols, including calling on the panel cases. Since production is moving ahead more quickly than anticipated, we are holding on new protocols.

Projections for the revised budget for 1100 newly-screened cases and 244 panel cases were entered into CRS, however the interviewers are over-performing and may reach study goals earlier than planned. Interviewers are working more hours per week than had been budgeted (or than worked earlier in the project) and are completing more interviews per week. The addition of new screeners in April may increase momentum.

Special Issues

Cost as of Apr 17, 2024	*Total Cost to Date (direct + indirect):*	3,024,284.40
	Est Cost at Completion (E$AC):	5,874,482.85
	Total Budget:	5,876,610.11
	Variance (Total Budget minus- E$AC):	2,127.26
	Reason for Variance:	We are projecting that the entire budget will be used for data collection. We are not projecting an overrun. We are assuming that the work scope will be decreased to match the budget available.
Projections as of Apr 17, 2024	*Dollars Projected for Month:*	283,076.79
	Actual Dollars Used:	290,469.58
	Variance (Projected minus Actual):	-7,392.79
	Reason for Variance:	Interviewer travel and R payments were higher than anticipated. We have adjusted projections accordingly.

Measures		**Units at Complete**	**RR**	**HPI**
	Current Goal:	1100 new, 244 panel	88% scr, 75% main	10.4 with screening
	Goal at Completion:	1100 new, 244 panel		
	Current Actual:	844 new, 1 panel	31% scr, 53% main	21.3 with screening
	Estimate at Complete:	1100 new, 244 panel		
	Variance:			
Other Measures	Production is reported as of 4/23/2024. RR shown above reflect completion based on the new-screening sample. Current length 129 minutes, budgeted 140 minutes. Saliva participation rate is 84%, budgeted at 80%			

Project Name	(STARRS-LS Waves 3 & 4) Study to Assess Risk and Resilience in Servicemembers-Longitudinal Study (On Track)		
Project Mode	Primary: Web Secondary: Telephone Total of Modes: 2		
Project Type	Sponsored Projects		
Budget	**Direct Budget**: 8,809,515.00	**Indirect Budget:** 4,920,601.00	**Total Budget:** 13,730,116.00
Principal	James Wagner (University of Michigan)		
Investigator/Clients	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:* 4/5/23 - 4/4/24
Project Team	*Project Lead:* Meredith A House		
	Budget Analyst: William Lokers		
	Production Manager: Ruth B Philippou		
	Senior Project Advisor: Lisa S Holland		
	Production Manager 1: Jeffrey Albrecht Jr		
	Production Manager 2: Lisa M Lewandowski-Romps		
Proposal #	no data		
Description	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. 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. 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. 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).		
SRO Project Period	05/2020 - 04/2025		
Data Col Period	11/2022 - 04/2024		
Security Plan	Yes		

Milestones		
Pre Production Start: 04/01/2024		*Pretest Start:*
Pretest End:		*Recruitment Start:*
Staffing Complete:		*GIT Start:*
SS Train Start:		*SS Train End:*
DC Start: 11/11/2024		*DC End:* 05/03/2026

Other Project Team Members	Ryan Yoder, Keith Liebetreu, Becky Loomis, Steven Sonoras, Andrew Piskorowski, Rose Zdybel, Ji Qi, Makenna Harrison, Lamont Manley, Lisa Van Havermaet, Stephanie Windisch, Youhong Liu, Peter Sparks. Pam Swanson, Jim Rodgers, Marcus Blough, Nick Hinkle-DeGroot, Pete Westhead

Other Project Name	STARRS-LS Continuation
Sample Mgmt System	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	Mar, 2024 (STARRS-LS Waves 3 & 4)	Implementing
Risk Level	On Track	
Monthly Updates	Activities for March 2024 include:	

Project Management and Planning:
? Quarterly Safety Plan Tables were sent to USUHS for M&RA and the GSC on March 7.
? James and Meredith attended the 1st quarterly GSC meeting on March 18.
? The Year 4 annual report was sent to USUHS on March 23.
? We sent weekly production updates to the PIs, and reported on progress on the call
with the Army/M&RA.
? Meredith created the agenda/notes and facilitated the weekly meeting with the STARRS project managers.
? We carried out bi-weekly meetings with M&RA to coordinate Safety Plan and respondent locating activities.
? Budget/Funding:
o A Year 4 no cost extension through the end of April 2024 was processed. U-M needs the extension through the end of September 2024, so USUHS submitted a new extension request and we awaited processing by HJF.
o We learned that the Year 5 budget was approved, award money was transferred to HJF, and that the Year 5 agreements were in process.
o Discussions were held regarding U-M's funding timeline and proposal/agreement needs past Year 5 (see Areas of Risk, Mitigation Strategies section).
? IRB:
o The U-M IRB approved the continuing review for the current STARRS-LS IRB protocol on March 21; it was sent to USUHS for secondary review on March 27.
o We started work on the Wave 5 IRB protocol. The current target date for submission is May 20.
? STARRS-affiliated, but not STARRS funded, work:
o SRO produced two ballpark cost estimates for an Army Pre-Accession survey to assist with cost-gathering efforts for the 5 studies for Dr. Rauch/DHA.

Enclave and User Support:
? Annual DoD security training: Completed training renewal materials were due on January 31. As of the end of the month, we were tracking one user who was still working to complete their training.
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? Annual IA security review: We awaited word from AAG that all materials have been reviewed and are in order, and the annual assurance letter to be issued.
? Data load: On March 7, the Enclave team announced that tables representing LSW3 data that were previously delivered to ICPSR for public release had been loaded to the Enclave.
? Annual NDI Data Request: The cost estimate for obtaining 2022 NDI data was sent to USUHS and Paul forwarded it to Scott on March 5. M&RA began work to establish payment with the CDC. U-M is planning to have the submission file ready by mid-June.
? Standard Enclave activities continued. These include maintaining security requirements; processing background checks and Great Lakes Cluster (GLC) user access requests, drop box requests, ID swap and data transfer requests; managing software acquisition and updates; and providing user support as needed. Of particular note this month:
o We continued to track progress on the DUA creation (for COVID data sharing) with Jordan Smoller at Mass General Brigham.
o We provided additional assistance to Dr. Dempsey on her questions related to a discrepancy between the current/recent age and the past 30 days items in the SHOS-B Next of Kin survey data.
o The Enclave IT/security team took steps toward purchasing the second replacement Windows server for the Enclave. It could not be purchased within 90 days of the end of the award, so was temporarily purchased on an overhead account. The cost will be transferred to STARRS after the no cost extension through the end of September is in place.
? Biomarker group request for assistance:
o Work continued on Dr. Stein's request to send new variables to the Psychiatric Genomics Consortium (PGC) server. After identifying and removing SHOS-A records in the file, we circulated an updated data transfer memo and all PIs approved. The data were uploaded to the PGC server and PGC confirmed receipt.

Public Use Data:
? We assisted USUHS with an ICPSR data user's question about "missing" rank in the AAS data. Rank was not provided as a result of disclosure analysis.
? Biosample flags, administrative variables, and inventory document:
o ICPSR's curation team completed a thorough disclosure risk review of the administrative data and biosample flags along with the entire STARRS collection available through ICPSR in order to develop a comprehensive assessment of the potential risk of re-identification and harm. As a result of this review:
? They asked to review the full IRB documentation in order to confirm the consent language provided to participants was written in a way that allows data sharing.
? They requested additional information about an AAS unit ID variable (LEVEL2ID), a PPDS T3 consent variable (PL_CONSENT), information about how administrative data were received from the Army, and information about strata and cluster variables.
? They asked whether the research team plans to share biospecimen data in the future, either via ICPSR or elsewhere.
o The U-M team worked on gathering this information for sharing with ICPSR.
? We awaited decisions from the Army/GSC on producing the genetic and bioassay files for public use and placing data in the NIH National Data Archive and Public use release for GWAS.

Wave 4 Production Updates:
? Wave 4 production statistics, as of April 1, 2024, are as follows:
o Replicates released: 14 of 14 released with 14,396 sample lines.
o Completed interviews: 10,717 (10,079 web; 638 phone)

o Replicate 13 ended production on March 12 with a final response rate of 72.9%, which was below the wave average but not the lowest replicate-level response rate in Wave 4.
o Replicate 14 transitioned to Phase 4 on March 23. As of April 1, the response rate was 65.0% and tracking with the average Wave 4 rate. It was also about one and a half percentage points higher than where it was in Wave 3 at the same
time point in the protocol.
o The response rate for completed replicates (Reps 1-13) is 75.2%.

Safety Plan Results:
? The Wave 4 Safety Plan rate is 12.9% as of April 1.

Special Issues	Continuation of risk/mitigation strategies from last month. The following was reported in the March report to the STARRS PIs:

? U-M STARRS funding timeline and proposal/agreement needs past Year 5. Meredith discussed with USUHS on March 21.
o U-M SRO will likely experience a gap in funds for continued Wave 5 data collection work starting March 2025 and for Management and Enclave work starting May 2025 until the Year 6 POP award is received (projected to be August
2025 based on past years). SRO and the university are unlikely to authorize a hardship account for more than 2 (maybe 3) months in length.
? There are options for handling the likely gap in funding after February 2025:
? Issuing additional funding to U-M from cost savings,
? Submitting budgets earlier, and/or
? Planning for pre-award spending to be able to start in March 2025.
o Before being sent to a sponsor, every project proposal must be submitted for prior approval through the appropriate University of Michigan channels. The proposal should represent the full scope of work for a project so the university understands to what it is committing. At this time, this would be the full scope of work for Wave 5. Like with the current 5-year Waves 3 and 4 proposal, the
awards can still be issued annually.
? U-M will turn the ballpark for the full scope of work for Wave 5 into a formal proposal package, seek approval from the U-M Office of Research and Sponsored Projects (ORSP) and then send it to Dr. Ursano. This will satisfy our need to have a proposal on file with the university.

The following risks/mitigation strategies have not changed from previous reports:

? Wave 3 consent review and approval process – these risks were described in a September 30, 2020 memo to M&RA.
o 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.
o 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.
? 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 as of Feb 29, 2024	*Total Cost to Date (direct + indirect):*	10,499,635.41
	Est Cost at Completion (E$AC):	13,735,983.72
	Total Budget:	13,730,116.00
	Variance (Total Budget minus- E$AC):	-5,867.72
	Reason for Variance:	We moved about $25k in ICPSR costs forward. Travel and Rpay were not moved forward, but a number of other updates were made including adding projections for Ian Woods (new production assistant), increasing projections for Wave 4 coding, and reducing some staff members' hours for upcoming vacation time. The final projected variance is now an overrun of $5,868 (compared to an overrun of $17,553 last month).
Projections as of Feb 29, 2024	*Dollars Projected for Month:*	351,468.16
	Actual Dollars Used:	292,674.20
	Variance (Projected minus Actual):	58,793.96
	Reason for Variance:	The largest areas of underspending were in ICPSR costs, $8K in travel and ~$7K in Rpay.

Measures		Units at Complete	RR	HPI
	Current Goal:	10,800	75	10.2
	Goal at Completion:	10,800	75	10.2
	Current Actual:	10,798	75.2	11.3
	Estimate at Complete:	10,800	75	12
	Variance:	0	0	-1.8

Other Measures	Wave 4 data collection ended on 4/15/2024.

Developmental/Initiative Projects Dashboard

NonArchived Development Initiative and No-DataCol Projects

Project	Type	Phase	Project Lead	Jan	Feb	Mar
TSME24 DCO System Support (483248)	Initiatives	Implementing	Vivienne Y Outlaw	🟡	🟡	🟡
TSME24 MSMS performance work (425267)	Initiatives	Implementing	Jim Rodgers	🟢	🟢	🟢
TSME24 MSMS Working Group (425197)	Initiatives	Initiation	Kelly A Chatain	🟢	🟢	🟡
TSME24 QC Systems (483249)	Initiatives	Implementing	Sarah Elisa Broumand	🟢	🟢	🟢
TSME24 SRO System Maintenance - General (483910)	Initiatives	Implementing	Jeffrey L Smith	🟢	🟢	🟢
TSME24 SSL Autoscheduler interface development (42	Initiatives	Initiation	Debbie Seale	🟢	🟢	🟢
TSME24 STrak: Migration to SQL Anywhere V17 (	Initiatives	Initiation	Lawrence Daher	🟡	🟡	🟡

Project Name	**(TSME24 DCO System Support (483248)) TSME24 DCO System Support (483248) (Some Concerns)**		
Project Mode	Primary: Not Available		
Project Type	Developmental Initiatives		
Budget	**Direct Budget**: 35,000.00	**Indirect Budget:** 0.00	**Total Budget:** 35,000.00
Principal Investigator/Clients			
Funding Agency			
IRB	*HUM#:*		*Period of Approval:*
Project Team	*Project Lead:* Vivienne Y Outlaw		
	Budget Analyst: Ivanna Iavorska-Em		
	Production Manager:		
	Senior Project Advisor:		
	Production Manager 1:		
	Production Manager 2:		
Proposal #	no data		
Description	To be determined		
SRO Project Period	07/2023 - 06/2024		
Data Col Period			
Security Plan	NA		

Milestones	*Pre Production Start:*	*Pretest Start:*
	Pretest End:	*Recruitment Start:*
	Staffing Complete:	*GIT Start:*
	SS Train Start:	*SS Train End:*
	DC Start:	*DC End:*

Other Project Team Members	
Other Project Name	
Sample Mgmt System	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	Mar, 2024 (TSME24 DCO System Support (483248))	Implementing
Risk Level	Some Concerns	
Monthly Updates	1. Worked on PIPPA specs and discussed data flow and business rules in Fred 2. Tested to connect the the TeamTailor BI-Connector database and followed up with TeamTailor with questions. 3. Continued to support, trouble-shoot and fix the TeamTailor download queries and upload functions. 4. Project Commit Hours is added to the Staffing email. Please review and let me know. 5. CHIP and Bilingual_Certification are added to the Standard Report. 6. EMS report changed to use SRO_ID	
Special Issues		
Cost as of Apr 16, 2024	*Total Cost to Date (direct + indirect):*	30,257.35
	Est Cost at Completion (E$AC):	47,612.91
	Total Budget:	35,000.00
	Variance (Total Budget minus- E$AC):	-12,612.91
	Reason for Variance:	additional hours for support of Team Tailor implementation
Projections as of Apr 16, 2024	*Dollars Projected for Month:*	3,432.96
	Actual Dollars Used:	6,642.42

Variance (Projected minus Actual):			-3,209.46
Reason for Variance:	additional hours for support of Team Tailor implementation		

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

Other Measures

Variance (Projected minus Actual):			-3,209.46
Reason for Variance:	additional hours for support of Team Tailor implementation		

Measures		**Units at Complete**	**RR**	**HPI**
	Current Goal:			
	Goal at Completion:			
	Current Actual:			

Other Measures

Project Name	**(TSME24 MSMS performance work (425267)) TSME24 MSMS performance work (425267) (On Track)**		
Project Mode	Primary: Not Available		
Project Type	Developmental Initiatives		
Budget	**Direct Budget**: 100,000.00	**Indirect Budget:** 0.00	**Total Budget:** 100,000.00
Principal			
Investigator/Clients			
Funding Agency			
IRB	*HUM#:*		*Period of Approval:*
Project Team	*Project Lead:* Jim Rodgers		
	Budget Analyst: Ivanna Iavorska-Em		
	Production Manager:		
	Senior Project Advisor:		
	Production Manager 1:		
	Production Manager 2:		
Proposal #	no data		
Description	To be determined		
SRO Project Period	07/2023 - 06/2024		
Data Col Period			
Security Plan	NA		

Milestones	*Pre Production Start:*	*Pretest Start:*
	Pretest End:	*Recruitment Start:*
	Staffing Complete:	*GIT Start:*
	SS Train Start:	*SS Train End:*
	DC Start:	*DC End:*

Other Project Team Members			
Other Project Name			
Sample Mgmt System	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	Mar, 2024 (TSME24 MSMS performance work (425267))		Implementing
Risk Level	On Track		
Monthly Updates	Proceeding as planned		
Special Issues			
Cost as of Apr 08, 2024	*Total Cost to Date (direct + indirect):*		52,084.14
	Est Cost at Completion (E$AC):		96,410.75
	Total Budget:		100,000.00
	Variance (Total Budget minus- E$AC):		3,589.25
	Reason for Variance:	Capacity may not be available	
Projections as of Apr 08, 2024	*Dollars Projected for Month:*		14,775.54
	Actual Dollars Used:		10,106.73
	Variance (Projected minus Actual):		4,668.81
	Reason for Variance:	Less capacity available than expected	

Measures

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

Other Measures

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

Project Name	**(TSME24 MSMS Working Group (425197)) TSME24 MSMS Working Group (425197) (Some Concerns)**		
Project Mode	Primary: Not Available		
Project Type	Developmental Initiatives		
Budget	**Direct Budget**: 15,000.00	**Indirect Budget:** 0.00	**Total Budget:** 15,000.00
Principal			
Investigator/Clients			
Funding Agency			
IRB	*HUM#:*		*Period of Approval:*
Project Team	*Project Lead:* Kelly A Chatain		
	Budget Analyst: Ivanna Iavorska-Em		
	Production Manager:		
	Senior Project Advisor:		
	Production Manager 1:		
	Production Manager 2:		
Proposal #	no data		
Description	To be determined		
SRO Project Period	07/2023 - 06/2024		
Data Col Period			
Security Plan	NA		

Milestones	*Pre Production Start:*	*Pretest Start:*
	Pretest End:	*Recruitment Start:*
	Staffing Complete:	*GIT Start:*
	SS Train Start:	*SS Train End:*
	DC Start:	*DC End:*

Other Project Team Members	
Other Project Name	
Sample Mgmt System	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	Mar, 2024 (TSME24 MSMS Working Group (425197))	Initiation
Risk Level	Some Concerns	
Monthly Updates	No activity in this group. Active in Functional Design Group and MSMS Onboarding.	
Special Issues		
Cost as of Apr 16, 2024	*Total Cost to Date (direct + indirect):*	2,260.16
	Est Cost at Completion (E$AC):	6,423.41
	Total Budget:	15,000.00
	Variance (Total Budget minus- E$AC):	8,576.59
	Reason for Variance:	No activity in this group. Active in Functional Design Group and MSMS Onboarding.
Projections as of Apr 16, 2024	*Dollars Projected for Month:*	1,387.75
	Actual Dollars Used:	131.44
	Variance (Projected minus Actual):	1,256.31
	Reason for Variance:	No activity in this group. Active in Functional Design Group and MSMS Onboarding.

Measures

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

Other Measures

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

Other Measures

Project Name	(TSME24 QC Systems (483249)) TSME24 QC Systems (483249) (On Track)		
Project Mode	Primary: Not Available		
Project Type	Developmental Initiatives		
Budget	**Direct Budget**: 49,500.00	**Indirect Budget:** 0.00	**Total Budget:** 49,500.00
Principal			
Investigator/Clients			
Funding Agency			
IRB	*HUM#:*		*Period of Approval:*
Project Team	*Project Lead:* Sarah Elisa Broumand		
	Budget Analyst: Ivanna Iavorska-Em		
	Production Manager:		
	Senior Project Advisor:		
	Production Manager 1:		
	Production Manager 2:		
Proposal #	no data		
Description	To be defined		
SRO Project Period	07/2023 - 06/2024		
Data Col Period			
Security Plan	NA		

Milestones	*Pre Production Start:*	*Pretest Start:*
	Pretest End:	*Recruitment Start:*
	Staffing Complete:	*GIT Start:*
	SS Train Start:	*SS Train End:*
	DC Start:	*DC End:*

Other Project Team Members			
Other Project Name			
Sample Mgmt System	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	Mar, 2024 (TSME24 QC Systems ~~(483249)~~)	Implementing
Risk Level	On Track	
Monthly Updates	Software updates work has begun, we expect to be done with them this fiscal year. The status of this is below: 1. Upgrade to Microsoft Visual Studio 2019 - Completed 2. Elimination of Angular code - Completed 3. Entity framework Cleanup - In Progress Brianna Sabol has officially joined our team and is helping with the setup of Evaluation and Verification projects. Continue working with the QC implementation team to define requirements for the next fiscal year.	
Special Issues		
Cost as of Apr 16, 2024	*Total Cost to Date (direct + indirect):*	24,560.51
	Est Cost at Completion (E$AC):	49,443.54
	Total Budget:	49,500.00
	Variance (Total Budget minus- E$AC):	56.46
	Reason for Variance:	Some tasks have been put on hold, hours will be pushed forward.
Projections as of Apr 16, 2024	*Dollars Projected for Month:*	12,397.95
	Actual Dollars Used:	5,288.92

Reason for Variance:

Measures

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

Other Measures

Variance (Projected minus Actual):

Reason for Variance:

Measures

		Units at Complete	RR	HPI
	Current Goal:			
	Goal at Completion:			
	Current Actual:			

Variance:

Project Name	**(TSME24 SRO System Maintenance - General (483910)) TSME24 SRO System Maintenance - General (483910) (On Track)**		
Project Mode	Primary: Not Available		
Project Type	Developmental Initiatives		
Budget	**Direct Budget**: 20,000.00	**Indirect Budget:** 0.00	**Total Budget:** 20,000.00
Principal Investigator/Clients			
Funding Agency			
IRB	*HUM#:*		*Period of Approval:*
Project Team	*Project Lead:* Jeffrey L Smith		
	Budget Analyst: Ivanna Iavorska-Em		
	Production Manager:		
	Senior Project Advisor:		
	Production Manager 1:		
	Production Manager 2:		
Proposal #	no data		
Description	Pending input from Manager		
SRO Project Period	07/2023 - 06/2024		
Data Col Period			
Security Plan	NA		

Milestones	*Pre Production Start:*		*Pretest Start:*
	Pretest End:		*Recruitment Start:*
	Staffing Complete:		*GIT Start:*
	SS Train Start:		*SS Train End:*
	DC Start:		*DC End:*

Other Project Team Members			
Other Project Name			
Sample Mgmt System	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	Mar, 2024 (TSME24 SRO System Maintenance General (483910))	Implementing
Risk Level	On Track	
Monthly Updates	• Folder Cleaner Application Development - Involved in the creation/updating of a system maintenance utility to manage and clean directories in the environment associated with the account. • SurveyTrak Compatibility Assessment - Determined the feasibility of integrating new PFC PBLs (PowerBuilder Libraries) with SurveyTrak, ensuring compatibility and functionality. • PowerBuilder Windows 64 DLL Updates - Required significant effort to create or modify 64-bit dynamic link libraries (DLLs) for Windows within PowerBuilder, which is crucial for upgrading system compatibility and performance. • SurveyTrak Database Archiver Updates - enhancement of a database archiving solution for SurveyTrak. • SRSM - Updated the codebase to utilize new Windows 64-bit PBLs, ensuring that the system remains current with software practices and architecture. • 64-bit Database Extractor Development - modification of tool designed for the extraction of remote database content, upgraded to support 64-bit architecture for improved data handling efficiency. • FTP Sandbox Creation - Set up an FTP sandbox environment, which is a secure space for testing file transfer protocols, potentially for staging or pre-deployment activities.	
Special Issues	None	
Cost as of Apr 08, 2024	*Total Cost to Date (direct + indirect):*	25,818.26
	Est Cost at Completion (E$AC):	30,628.46

		Total Budget:		20,000.00
		Variance (Total Budget minus- E$AC):		-10,628.46
		Reason for Variance:	None	
Projections as of Apr 08, 2024		Dollars Projected for Month:		1,603.40
		Actual Dollars Used:		6,081.48
		Variance (Projected minus Actual):		-4,478.08
		Reason for Variance:	None	

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

Other Measures

		Total Budget:		20,000.00
		Variance (Total Budget minus- E$AC):		-10,628.46
		Reason for Variance:	None	
Projections as of Apr 08, 2024		Dollars Projected for Month:		1,603.40
		Actual Dollars Used:		6,081.48
		Variance (Projected minus Actual):		-4,478.08

Measures					
	Current Goal:				
	Goal at Completion:				

Project Name	**(TSME24 SSL Autoscheduler interface development (42) TSME24 SSL Autoscheduler interface development (423463) (On Track)**		
Project Mode	Primary: Not Available		
Project Type	Developmental Initiatives		
Budget	**Direct Budget**: 5,000.00	**Indirect Budget:** 0.00	**Total Budget:** 1.00
Principal			
Investigator/Clients			
Funding Agency			
IRB	*HUM#:*		*Period of Approval:*
Project Team	*Project Lead:* Debbie Seale		
	Budget Analyst: Ivanna Iavorska-Em		
	Production Manager:		
	Senior Project Advisor: Grant D Benson		
	Production Manager 1: Elizabeth Ohryn		
	Production Manager 2:		
Proposal #	no data		
Description	Continued development and implementation of the SSL autoscheduler. Two primary components are outstanding: 1) Interface for SSL staff to be able to load and complete the initial scheduling run without the assistance of DMSS; 2) Implementation of a "freeze and re-run" protocol. The focus in this fiscal year will be on the freeze and re-run protocol, which allows us to optimize shift assignments. Getting the first part set up to allow SSL staff to run the scheduling process independently of DMSS will take additional programming effort.		
SRO Project Period	07/2023 - 06/2024		
Data Col Period			
Security Plan	NA		

Milestones	*Pre Production Start:*		*Pretest Start:*
	Pretest End:		*Recruitment Start:*
	Staffing Complete:		*GIT Start:*
	SS Train Start:		*SS Train End:*
	DC Start:		*DC End:*

Other Project Team Members	Wen Chang; Hueichun Peng; Ji Qi
Other Project Name	
Sample Mgmt System	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	Mar, 2024 (TSME24 SSL Autoscheduler	Initiation
Risk Level	On Track	
Monthly Updates	The Freeze/Hold and reporting functionality was built in a RShiny application. Some preliminary testing occurred and we launched it to use with the May 2024 schedule (April 6-April 15 schedule build time). Unfortunately, a RShiny issue occurred and we were unable to use it for this schedule. The expectation is that the issue will be fixed and we can begin live testing of the application with our June 2024 schedule (May 3-May 13 schedule build time).	
Special Issues		
Cost as of Apr 17, 2024	*Total Cost to Date (direct + indirect):*	0.00
	Est Cost at Completion (E$AC):	0.00
	Total Budget:	1.00
	Variance (Total Budget minus- E$AC):	0.00
	Reason for Variance:	
Projections as of Apr 17, 2024	*Dollars Projected for Month:*	0.00

	Actual Dollars Used:			0.00
	Variance (Projected minus Actual):			0.00
	Reason for Variance:			

Measures

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

Other Measures

	Actual Dollars Used:			0.00
	Variance (Projected minus Actual):			0.00
	Reason for Variance:			

Measures

		Units at Complete	RR	HPI
	Current Goal:			
	Goal at Completion:			

Other Measures

Project Name	(TSME24 STrak: Migration to SQL Anywhere V17 () TSME24 STrak: Migration to SQL Anywhere V17 (483227) (Some Concerns)		
Project Mode	Primary: Not Available		
Project Type	Developmental Initiatives		
Budget	**Direct Budget**: 30,000.00	**Indirect Budget:** 0.00	**Total Budget:** 30,000.00
Principal			
Investigator/Clients			
Funding Agency			
IRB	*HUM#:*		*Period of Approval:*
Project Team	*Project Lead:* Lawrence Daher		
	Budget Analyst: Ivanna Iavorska-Em		
	Production Manager:		
	Senior Project Advisor:		
	Production Manager 1:		
	Production Manager 2:		
Proposal #	no data		
Description	To be defined		
SRO Project Period	07/2023 - 06/2024		
Data Col Period			
Security Plan	NA		

Milestones	*Pre Production Start:*	*Pretest Start:*
	Pretest End:	*Recruitment Start:*
	Staffing Complete:	*GIT Start:*
	SS Train Start:	*SS Train End:*
	DC Start:	*DC End:*

Other Project Team Members	
Other Project Name	
Sample Mgmt System	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	Mar, 2024 (TSME24 STrak: Migration to	Initiation
	SQL Anywhere V17 ()	
Risk Level	Some Concerns	
Monthly Updates	Laptop testing phase: replication appears to be working, but backup of database that should take place prior to replication is not.	
	On the server front: SRSM is unable to properly update a table within the database. This is effecting the full backup (the incremental back is working fine). The full backup works as a scheduled task.	
Special Issues		

Cost as of Apr 08, 2024	*Total Cost to Date (direct + indirect):*		9,664.18
	Est Cost at Completion (E$AC):		31,247.99
	Total Budget:		30,000.00
	Variance (Total Budget minus- E$AC):		-1,247.99
	Reason for Variance:	Many applications requiring updates	
Projections as of Apr 08, 2024	*Dollars Projected for Month:*		2,774.68
	Actual Dollars Used:		3,053.54
	Variance (Projected minus Actual):		-278.86

	Reason for Variance:	Many applications requiring updates		
Measures		**Units at Complete**	**RR**	**HPI**
	Current Goal:			
	Goal at Completion:			
	Current Actual:			
	Estimate at Complete:			
	Variance:			
Other Measures				

	Reason for Variance:	Many applications requiring updates		
Measures		**Units at Complete**	**RR**	**HPI**
	Current Goal:			
	Goal at Completion:			
	Current Actual:			
	Estimate at Complete:			
	Variance:			