Transition to New Forms and Performance Measures

I do what. . . when... and why??

Mary Hoel
Science Applications International Corporation
Overview

• Background on new OMB approved forms and performance measures
• New Forms and Performance Measures (PMs)
• Transition to new system
• Impacts on reporting activities
• Summary
• Questions
• On October 31, 2009, the Office of Management and Budget (OMB) approved revisions to the MCHB performance reporting administrative forms and Performance Measures (PMs)

• Performance reporting requirements for the forms and PMs were reviewed and revised for all MCHB programs

• All MCHB programs have new reporting requirements
H61 Forms and PMs

- Forms/PMs assigned to Universal Newborn Hearing Screening (H61)
  - Financial Forms:
    - Form 1, MCHB Project Budget Details
    - Form 2, Project Funding Profile
    - Form 4, Project Budget and Expenditures by Types of Services
  - Program Forms:
    - Form 6, Abstract
    - Form 7, Summary Data
  - Data Form:
    - Products, Publications and Submissions
D70 Forms and PMs

- Performance Measures:
  - PM07 (revised), The degree to which MCHB-funded programs ensure family, youth, and consumer participation in program and policy activities
  - PM10 (revised), The degree to which MCHB-funded programs have incorporated cultural and linguistic competence elements into their policies, guidelines, contracts and training
  - PM24 (new), The degree to which MCHB-funded initiatives contribute to infrastructure development through core public health assessment, policy development and assurance functions
  - PM31 (revised), The degree to which grantees have assisted States and communities in planning and implementing comprehensive, coordinated care for MCH populations
  - PM33 (new), The degree to which MCHB-funded initiatives work to promote sustainability of their programs or initiatives beyond the life of MCHB funding
  - PM41 (new), The degree to which grantees have assisted in developing, supporting, and promoting medical homes for MCH populations
These *NEW* set of forms/PMs are to be used beginning in FY2010

- Reporting period 9/1/2010 – 8/30/2011
Transition to New Forms/PMs

- Old system, with current forms and PMs, closed in December 2010
- *New* system, with *New* OMB approved forms and PMs, to open in January 2011
• Different reporting activities for:
  – Grants ending in 2011
  – Grants ending in 2012
• Reporting activities for grants ending **in 2011**
  – Next reporting activity will be the project period end performance report (PPE PR)
    • Grants ending 3/31/2011
      • Reporting period: 4/1/2010-3/31/2011
      • PPE PR will be opened in April 2011
      • 90 days to complete the PPE PR
    • Grants ending 8/31/2011
      • Reporting period: 9/1/2010-8/31/2011
      • PPE PR will be opened in September 2011
      • 90 days to complete the PPE PR
    • If receive no-cost extension, PPE PR will be due 90 days after project period end
• PPE PR forms and PMs
  – Will use new forms and PMs for this project period end performance report
    • Financial Forms: Form 2 and Form 4
    • Program Forms: Form 6 and Form 7
    • Performance Measures: PM07, PM10, PM24, PM31, PM33, and PM41
      – Past years’ data will not be displayed on revised PMs
      – Prior years will be blank for new PMs
    • Data Form: Products, Publications and Submissions Form

Blue = revised / Green = new
• Reporting activities for grants ending in **2012**
  – Grantees with project periods ending in 2012 will need to complete a FY2011 non-competing continuation (NCC) progress report
    • *No longer through grants.gov. Only EHB*
    • NCC Progress Report includes:
      – Completing budget forms in EHB
      – Uploading program narrative, budget justification and other attachments
    • All budgetary changes must be completed through Prior Approval process in EHB - May not be done through NCC progress report
    • *No provisional data collected for forms and PMs*
• Reporting activities for grants ending in 2012
  – Performance Report will open after FY2011 NGA released
    • April 1 starts
      • Reporting period: 4/1/2010-3/31/2011
      • PR will be opened in April 2011
      • 120 days to complete the PR
    • September 1 starts
      • Reporting period: 9/1/2010-8/31/2011
      • PR will be opened in September 2011
      • 120 days to complete the PR
• PR forms and PMs
  – Will use new forms and PMs for this project period end performance report
    • Financial Forms: Form 1, Form 2 and Form 4
      – Carryover funds need to be entered on Form 1
    • Program Forms: Form 6 and Form 7
    • Performance Measures: PM07, PM10, PM24, PM31, PM33, and PM41
      – Past years’ data will not be displayed on revised PMs
      – Prior years will be blank for new PMs
    • Data Form: Products, Publications and Submissions Form

Blue = revised / Green = new
### Project Funding Profile

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Budgeted</td>
<td>Expended</td>
<td>Budgeted</td>
</tr>
<tr>
<td>1. MCHB Grant Award Amount</td>
<td>$75,000</td>
<td>$74,000</td>
<td>$84,445</td>
</tr>
<tr>
<td>(Amount from NSA)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Un obligated Balance</td>
<td>$0</td>
<td>$0</td>
<td>$10,000</td>
</tr>
<tr>
<td>(Amount from NSA)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Matching Funds</td>
<td>$250</td>
<td>$250</td>
<td>$200</td>
</tr>
<tr>
<td>(Amount from NSA)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Other Project Funds</td>
<td>$75,250</td>
<td>$74,250</td>
<td>$94,645</td>
</tr>
<tr>
<td>(Amount from NSA)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Total Project Funds</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Total Collaborative Federal Funds</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

**Note:** All figures are in USD.
## Carryover Funds – Form 1

### Instructions

- The values in blue represent the dollar amounts from your Notice of Grant Award.
- Line 2, Unobligated Balance should contain the amount of carryover funds from the previous budget period that are to applied to the current budget period.

### MCH Project Budget Details For 6/1/2011 to 5/31/2012 (FY 2011)

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1. MCHB GRANT AWARD AMOUNT</strong></td>
<td>$84445</td>
</tr>
<tr>
<td>(Amount From NGA)</td>
<td></td>
</tr>
<tr>
<td><strong>2. UNOBLIGATED BALANCE</strong></td>
<td>$10000</td>
</tr>
<tr>
<td>(Amount From NGA)</td>
<td></td>
</tr>
<tr>
<td><strong>3. MATCHING FUNDS (Required: No)</strong></td>
<td>$0</td>
</tr>
<tr>
<td>(Amount From NGA)</td>
<td></td>
</tr>
<tr>
<td>A. Local Funds</td>
<td>$</td>
</tr>
<tr>
<td>B. State Funds</td>
<td>$</td>
</tr>
<tr>
<td>C. Program Income</td>
<td>$</td>
</tr>
<tr>
<td>D. Applicant/Grantee Funds</td>
<td>$</td>
</tr>
<tr>
<td>E. Other Funds</td>
<td>$</td>
</tr>
<tr>
<td><strong>4. OTHER PROJECT FUNDS</strong></td>
<td>$200</td>
</tr>
<tr>
<td>(Amount From NGA)</td>
<td></td>
</tr>
<tr>
<td>A. Applicant/Grantee Funds (includes in-kind)</td>
<td>$100</td>
</tr>
<tr>
<td>B. State Funds</td>
<td>$100</td>
</tr>
<tr>
<td>C. Local Funds</td>
<td>$0</td>
</tr>
<tr>
<td>D. Other Funds (including private sector, e.g., Foundations)</td>
<td>$0</td>
</tr>
<tr>
<td>E. Program Income (Clinical or Other)</td>
<td>$0</td>
</tr>
<tr>
<td><strong>5. TOTAL PROJECT FUNDS</strong></td>
<td>$94545</td>
</tr>
<tr>
<td>(Total lines 1 through 4)</td>
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</tr>
</tbody>
</table>
Summary

• Grants ending 2011 will complete a Project Period End Performance Report
  – Use New forms/PMs
  – Reporting period:
    • 4/1/2010 - 3/31/2011 or
    • 9/1/2010 - 8/31/2011
  – 90 days to submit
  – If no cost extension granted, PPE PR will open once the extension has
  – Past years’ data on revised PMs will not be displayed
  – Prior years will be blank for new PMs
• Grants ending in 2012
  – Will complete a FY2011 NCC Progress Report
    • No provisional data collected for forms and PMs
  – Performance Report
    • Use New forms/PMs
    • Reporting period:
      – 4/1/2010 - 3/31/2011 or
      – 9/1/2010 - 8/31/2011
    • 120 days to submit
    • Carryover funds need to be entered on Form 1
    • Past years’ data on revised PMs will not be displayed
    • Prior years will be blank for new PMs
• Will be happy to take any questions

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