

New Mexico State Training

Older Americans Act Performance Reporting

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Overview

- Current State Program Reporting
- New State Program Reporting
- New Tribal Grants Program Performance Reporting

Key Deadlines



OAA Titles III and VII (Chapters 3 and 4) FFY20 State Program Report Schedule

Date	Activity
12/17/20	<p>FFY 2020 Reporting Season - SUA Opening Webinar Thursday, December 17, 2020, 2:00 pm-3:00 pm EST</p> <p><u>PLEASE NOTE</u>: This webinar will cover how to use the web-based SRT and the FFY 2020 reporting workflow.</p>
1/29/21	<p>SPR Submission</p> <p>States submit SPR data to ACL by Friday, 1/29/21. States should run the 2 Year Comparison Report and Service Unit and Expenditure Report for FFY 2019 to FFY 2020 to examine and correct any data prior to submission.</p> <p>NOTE REGARDING NSIP REPORTING: This reporting season, ACL will not require states to provide Nutrition Services Incentive Program (NSIP) data. The COVID-19 crisis is expected to completely skew traditional meal service and meal counts. As a result, ACL is holding harmless meal counts from 2019 and will apply them to 2020 and 2021 NSIP allocations. States are not required to complete line 4a or 8a in the SPRs submitted for FFY 2020 and 2021.</p>
2/5/21	<p>States submit SPR Variance Explanations:</p> <p>States should send explanations of variances ($\pm 10\%$) to ACL. Refer to ACL guidance on reporting SPR data impacted by COVID.</p>
3/26/21	<p>SPR Certification: All States and ACL have certified FFY 2020 SPR data.</p>



Title III- OAAAPS

**Administration for Community Living
Office of Performance and Evaluation**

What is OAAPS?

- The **O**lder **A**mericans **A**ct **P**erformance **S**ystem:
- Built to replace the Title III New State Program Report (SPR) and State Reporting Tool (SRT).
- More user-friendly and secure!

ACLOAAPS | Older Americans Act
Performance System

Title III OAAPS is Now in the Exploratory Phase for all Grantees

The screenshot displays the ACLOAAPS website interface. At the top, a yellow warning banner with a triangle icon contains the text: "For Exploratory Purposes Only" and "This version of OAAPS is to be used for exploratory and testing purposes only. Any actions performed or data submitted here will not be carried over to the final production version." A "Close" button is located in the top right corner of the banner. Below the banner, the header features the logo "ACLOAAPS | Older Americans Act Performance System" on the left and "Forgot password" and "User registration guide" links on the right, with a blue "Sign in" button. A dark blue navigation bar contains "HOME" and "RESOURCES" links. The main content area has a dark blue background with white text and icons. The text reads: "WELCOME TO OAAPS" followed by "Access to this site is restricted to authorized Older Americans Act (OAA) Title III, VI, and VII grantees and sub-grantees. Final datasets can be viewed at: AGing, Independence, and Disability (AGID) Program Data Portal." The background is decorated with various white line-art icons representing healthcare, transportation, and daily living.

Why Change to OAAPS?

- Streamlined data reporting process and reduced reporting burden
- Enhanced user interface – reset your own password!
- More comprehensive data reporting
- Reduced amount of missing data and improved data accuracy
- Better variance explanations
- Heightened system security and Section 508 compliance

Publicly Accessible Pages

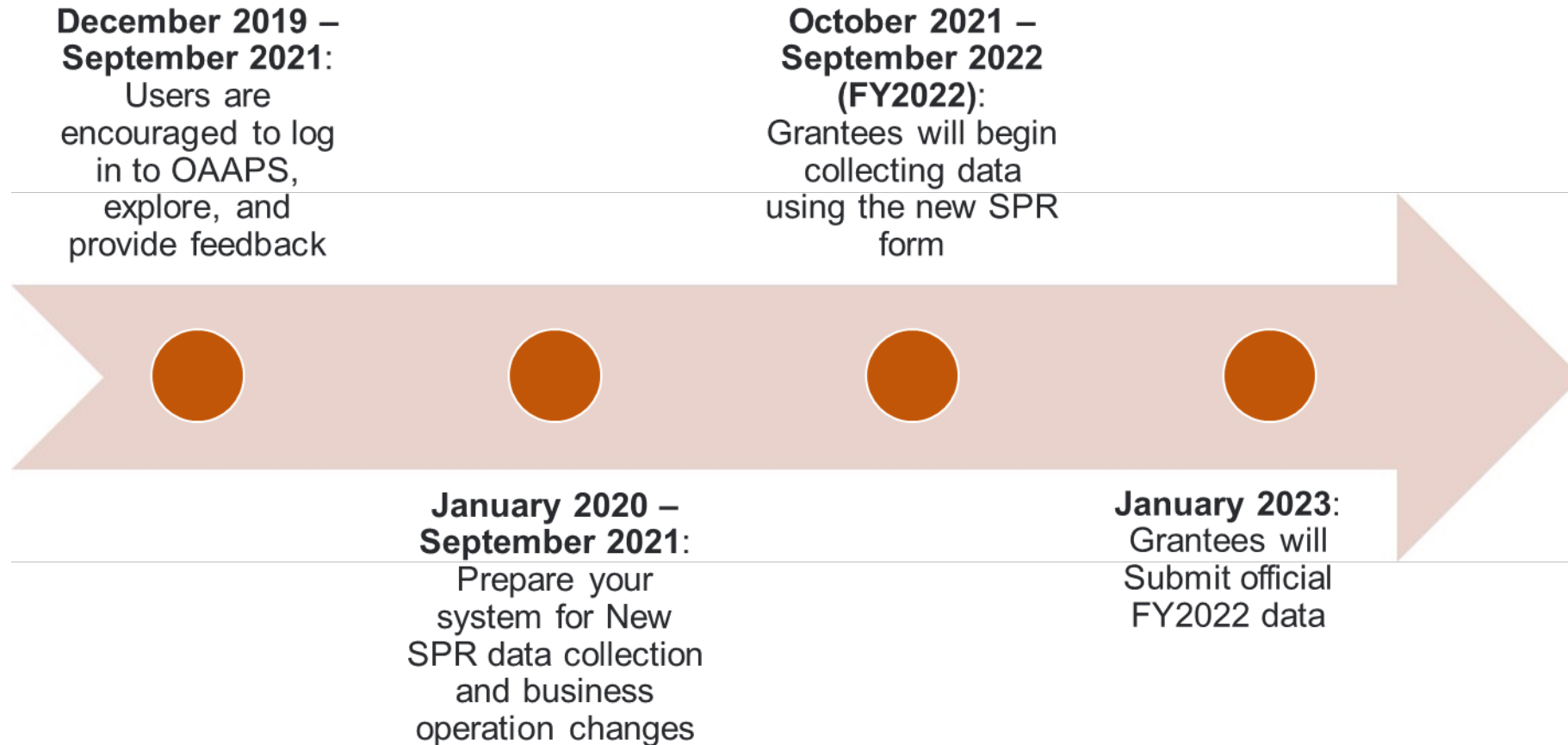
Web Address: <https://oaaps.acl.gov/app/welcome>



The best web browsers to access OAAPS include:

- Google Chrome
- Mozilla Firefox
- Safari

Title III New SPR/OAAPS Timeline for Grantees



Resources

ACLOAAPS | Older Americans Act Performance System

Forgot password
User registration guide [Sign in](#)

HOME RESOURCES

RESOURCES Title III

Reference Materials

- Guides**
- Other Reference Materials

Recorded Training

FAQs

Technical Documents

Upcoming Events

Reporting Calendar

Contacts

Guides

<p>Title III & Title VII (Ch. 3 & 4) User Guide: Administration for Community Living (ACL) Reporting</p> <p>This guide provides information and instructions on the OAAPS system, including: user management, data reporting and submission, data review, and analysis reports.</p> <p> Format/Size: .pdf/6,215KB Audience: All Users Last update: 05-07-2020</p>	<p>Quick Reference Guide: System Overview: Title III SPR</p> <p>This quick reference guide provides a summary of the OAAPS system and main navigation.</p> <p> Format/Size: .pdf/188KB Audience: All Users Last update: 05-07-2020</p>	<p>Quick Reference Guide: User Management: Title III SPR</p> <p>This quick reference guide provides a high-level look at each user's profile settings and the administrative controls some users will have.</p> <p> Format/Size: .pdf/180KB Audience: All Users Last update: 05-07-2020</p>
<p>Quick Reference Guide: Data Reporting and Submission: Title III SPR</p>	<p>Quick Reference Guide: Data Validation: Title III SPR</p>	<p>Quick Reference Guide: Reports: Title III SPR</p>

SPR Resource Documents



Use these
for learning
about **data
element**
changes

OAA Titles III and VII (Chapters 3 and 4),
State Performance Report (SPR)

State Performance Report (SPR),
Appendix A: Data Element Definitions

State Performance Report (SPR),
Crosswalk

Data Dictionary

Title Program-specific reference guides

Available on OAAPS: <https://www.oaaps-pilot.acl.gov/app/Resources/techDocs>

Note: New versions of some documents will be uploaded soon.

OAAPS Technical Resources



Use these
for learning
about and
exploring
OAAPS

**Title III & Title VII (Ch. 3 & 4) User Guide:
ACL Reporting**

Quick Reference Guides

OAAPS Launch Welcome Guide

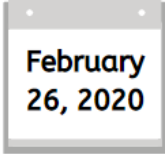
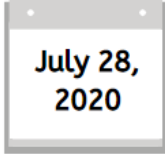

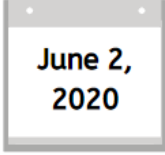


**State Performance Report (SPR),
Upload Template Guide**

Short videos

Available on OAAPS: <https://www.oaaps-pilot.acl.gov/app/Resources/refMaterials>

Note: New versions of some documents will be uploaded soon.

Title III Training Timeline

  <p>February 26, 2020</p>	Webinar 1 - ACL's Vision for OAA Data Collection and Reporting	  <p>July 28, 2020</p>	Webinar 5 - Legal Assistance
  <p>June 2, 2020</p>	Webinar 2 - Data Changes to Title III B Data Elements	  <p>August 19, 2020</p>	Webinar 6 - Data Changes to Title III D and Aging Network Data Elements
  <p>June 17, 2020</p>	Webinar 3 - Business Operations	  <p>September 8, 2020</p>	Webinar 7 - Data Changes to Title III E Data Elements
  <p>July 15, 2020</p>	Webinar 4 - Data Changes to Title III C and NSIP Data Elements	  <p>October 29, 2020</p>	Webinar 8 - Business Case Check-In

Recordings of past events are available on OAAPS:
<https://www.oaaps-pilot.acl.gov/app/Resources/webinars>

Future OAAPS Trainings

GOAL: Engage and prepare grantee reporting staff to use OAAPS, the new data reporting system

Topics

- Title III New SPR/OAAPS
- System Orientation and Exploration
- Data Entry and Submission
- Data Validation
- Variance Reports
- Analysis Reports
- Using Data to Inform Policy and Funding

2020-2021 OAAPS Training Schedule



**October
29, 2020**

**Training #1: Business
Case Check In**

**June,
2021**

**Training #4: Title III
SPR/OAAPS
Generating Reports**

**April,
2021**

**Training #2: Title III
Overview of New SPR
Data Elements and
Changes**

**July,
2021**

**Training #5: Title III
SPR/OAAPS Data
Entry, Submission and
Reporting**

Innovation Session #1

Innovation Session #2

**May,
2021**

**Training #3: Title III
New SPR/OAAPS
System Orientation**

**September,
2021**

**Training #6: Using
SPR Data to Inform
Programs and Policy**

Innovation Sessions

GOAL: Foster peer to peer learning, support the spread of promising practices and cultivate a support network on the new SPR/OAAPS for Title III grantees.

State presenters will share:

- ✓ Innovative strategies to build capacity and support grantees with transitioning to the new data collection and reporting system
- ✓ Success stories that highlight the implementation of OAAPS and motivate peers to take action
- ✓ Lessons learned and opportunities for continuous improvement
- ✓ Sustainable processes that will carry on beyond OAAPS contract

Office Hours

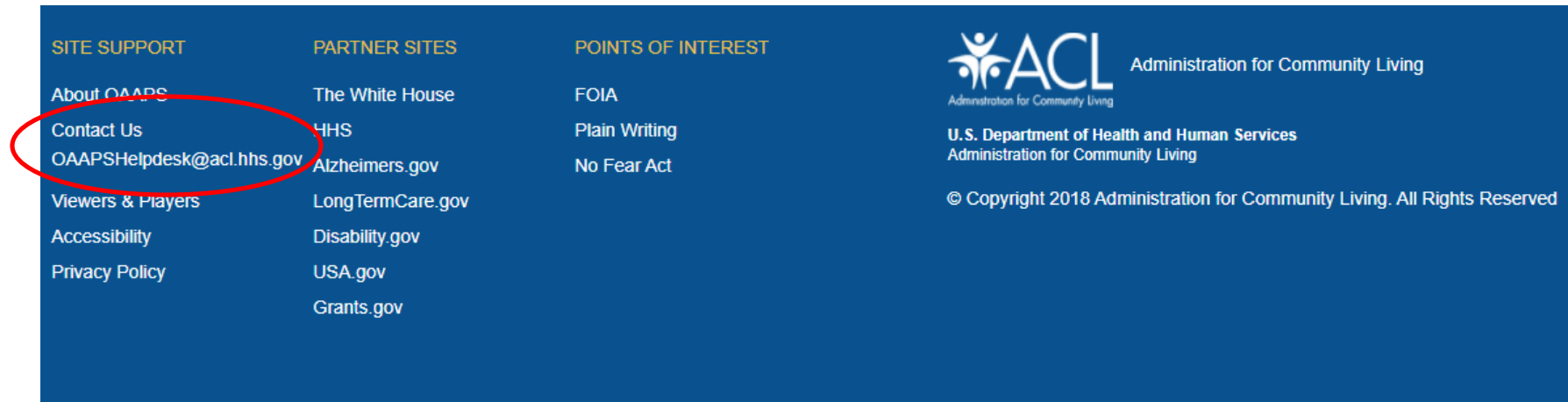
GOAL: Provide grantees with the opportunity to engage in real-time, raise questions or challenges, share lessons learned and recommendations, and gain knowledge of the OAAPS system and solutions.

- ✓ Starting in February 2021
- ✓ Monthly sessions
- ✓ Voluntary
- ✓ Live WebEx, 1-hour with ACL, RAs, ICF and Lewin
- ✓ Audience: Title III grantees
- ✓ Technical assistance on OAAPS system
- ✓ Open forums or topic-specific
- ✓ Topics to reflect feedback from grantees in webinar post-event surveys, questions submitted through the OAAPS Help Desk, and discussions with ACL


OAAPS Help Desk

OAAPSHelpdesk@acl.hhs.gov

Contact the Help Desk if you have any questions or problems.



The screenshot shows the footer of the ACL website, which is a dark blue rectangle. It is organized into three columns of links and a logo area on the right. The first column, titled 'SITE SUPPORT', contains links for 'About OAAPS', 'Contact Us', 'OAAPSHelpdesk@acl.hhs.gov', 'Viewers & Players', 'Accessibility', and 'Privacy Policy'. The second column, titled 'PARTNER SITES', contains links for 'The White House', 'HHS', 'Alzheimers.gov', 'LongTermCare.gov', 'Disability.gov', 'USA.gov', and 'Grants.gov'. The third column, titled 'POINTS OF INTEREST', contains links for 'FOIA', 'Plain Writing', and 'No Fear Act'. On the right side, there is the ACL logo (a stylized figure with arms raised) and the text 'Administration for Community Living', 'U.S. Department of Health and Human Services', and 'Administration for Community Living'. At the bottom right, there is a copyright notice: '© Copyright 2018 Administration for Community Living. All Rights Reserved'. The email address 'OAAPSHelpdesk@acl.hhs.gov' in the 'Contact Us' section is circled in red.

SITE SUPPORT	PARTNER SITES	POINTS OF INTEREST	
About OAAPS	The White House	FOIA	 Administration for Community Living U.S. Department of Health and Human Services Administration for Community Living © Copyright 2018 Administration for Community Living. All Rights Reserved
Contact Us	HHS	Plain Writing	
OAAPSHelpdesk@acl.hhs.gov	Alzheimers.gov	No Fear Act	
Viewers & Players	LongTermCare.gov		
Accessibility	Disability.gov		
Privacy Policy	USA.gov		
	Grants.gov		



Need Help? Have a Question?

Title III New SPR/OAAPS:
ACL-OAAPS-PILOT@icf.com

Current SPR/SRT:
SPRredesign.comments@acl.hhs.gov



THANK YOU!

**Administration for Community Living
Office of Performance and Evaluation**

Title VI – OAAAPS

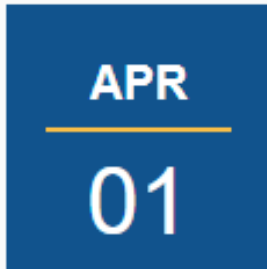


Title VI Reporting Dates – 2019 Data

Grant	Reporting Deadline	Project Period
2017 - 2020 Title VI Grant	9/30/2020	4/1/2017 – 3/31/2020
2017-2020 Title VI Grant – No Cost Extension	9/30/2020	4/1/2017 – 3/31/2021
2020 - 2023 Title VI Grant	6/30/2021	4/1/2020 – 3/31/2021
	6/30/2022	4/1/2021 – 3/31/2022
	6/30/2023	4/1/2022 – 3/31/2022
FFCRA (Family First Coronavirus Response Act)	6/30/2021	3/20/2020 – 3/30/2021
CARES Act (Coronavirus Aid, Relief, and Economic Security Act)	6/30/2021	4/1/2020 – 3/30/2021

Title VI Reporting into OAAPS for 2020

Reporting Calendar



PPR Reporting Period starts

OAAPS is now open for PPR Submissions for the reporting period 2020-2021



PPR Submission due

Grantees must submit PPR submission for reporting period 2020-2021 by 30th June, 2021

Resources on OAAPS - <https://oaaps.acl.gov>

Title	Description and Purpose
Program Performance Report (PPR) Form	The OMB-approved form for the new Program Performance Report (PPR) for this grant year.
Title VI PPR Data Components and Definitions	Table containing the definitions and examples for every data element required by the PPR.

Resources on OAAPS - <https://oaaps.acl.gov>

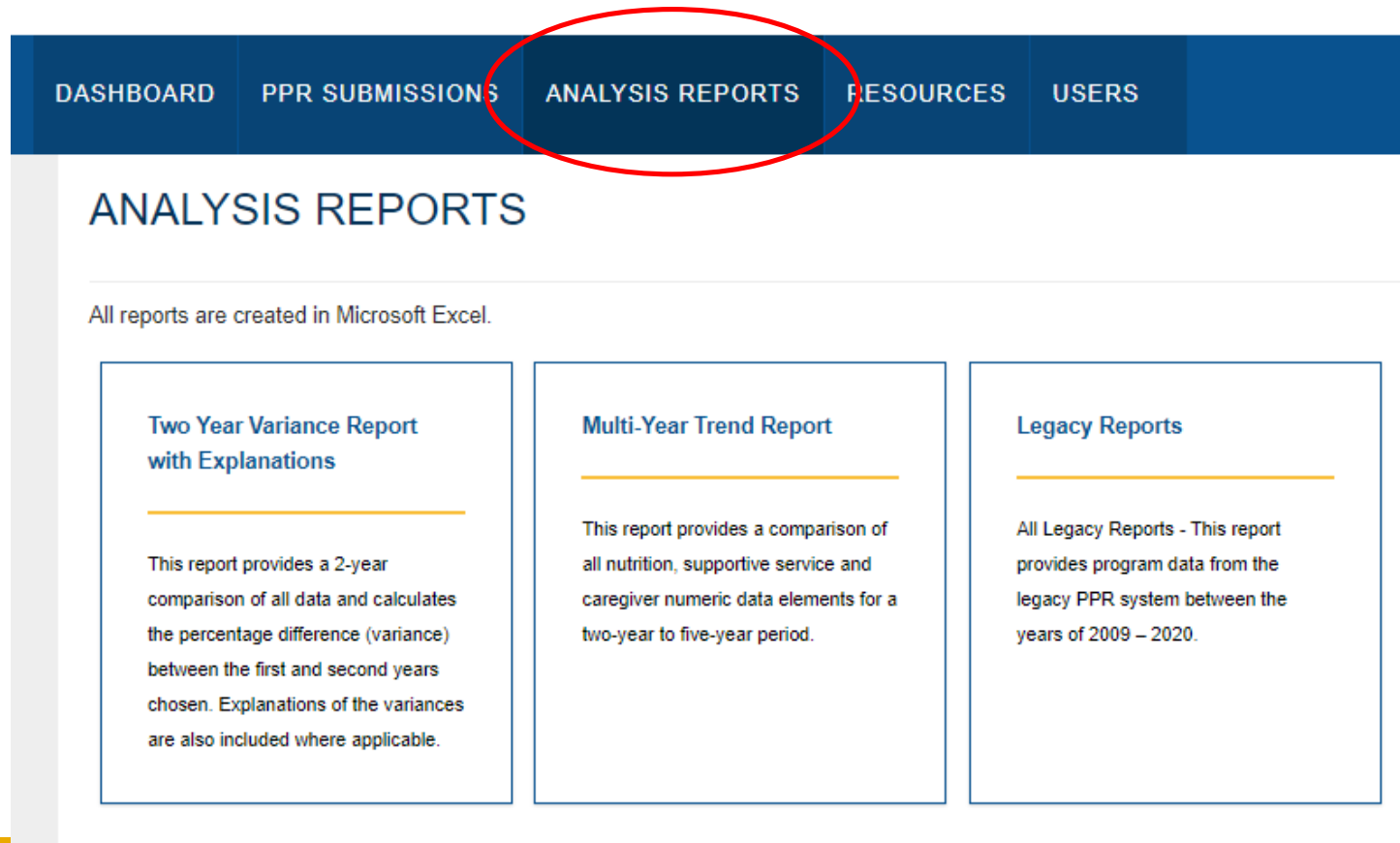
Title	Description and Purpose
OAAPS How-To Guides	12 step-by-step guides with screenshots for basic OAAPS functions. The guides will help you complete every basic function needed to log-in, enter, and submit your PPR data.
OAAPS Grantee User Guide	Long-form OAAPS guide for grantee users on all system functions. This provides users with explanations for each part of the OAAPS website.

Resources on OAAPS - <https://oaaps.acl.gov>

Title	Description and Purpose
COVID-19 Reporting for Title VI Programs	Information on how to report spending of CARES Act and FFCRA funds on COVID-19 response.
Title VI Tracking Workbooks	Excel and printable workbooks for tracking services provided by your programs for the Program Performance Report. There are user guides for the Excel workbooks and instructions with the printable workbooks.

Analysis Reports

Three types of new reports to help you analyze and view PPR data previously submitted by your program!



The screenshot shows a web application interface with a dark blue navigation bar at the top. The navigation bar contains five menu items: DASHBOARD, PPR SUBMISSIONS, ANALYSIS REPORTS, RESOURCES, and USERS. The 'ANALYSIS REPORTS' menu item is highlighted with a red oval. Below the navigation bar, the page title 'ANALYSIS REPORTS' is displayed in a large, bold, blue font. Underneath the title, a note states 'All reports are created in Microsoft Excel.' Below this note, there are three white boxes with blue borders, each containing a report title and a description. The first box is titled 'Two Year Variance Report with Explanations' and describes a 2-year comparison of data. The second box is titled 'Multi-Year Trend Report' and describes a comparison of nutrition, supportive service, and caregiver data over a two-year to five-year period. The third box is titled 'Legacy Reports' and describes program data from the legacy PPR system between 2009 and 2020.

DASHBOARD PPR SUBMISSIONS **ANALYSIS REPORTS** RESOURCES USERS

ANALYSIS REPORTS

All reports are created in Microsoft Excel.

Two Year Variance Report with Explanations

This report provides a 2-year comparison of all data and calculates the percentage difference (variance) between the first and second years chosen. Explanations of the variances are also included where applicable.

Multi-Year Trend Report

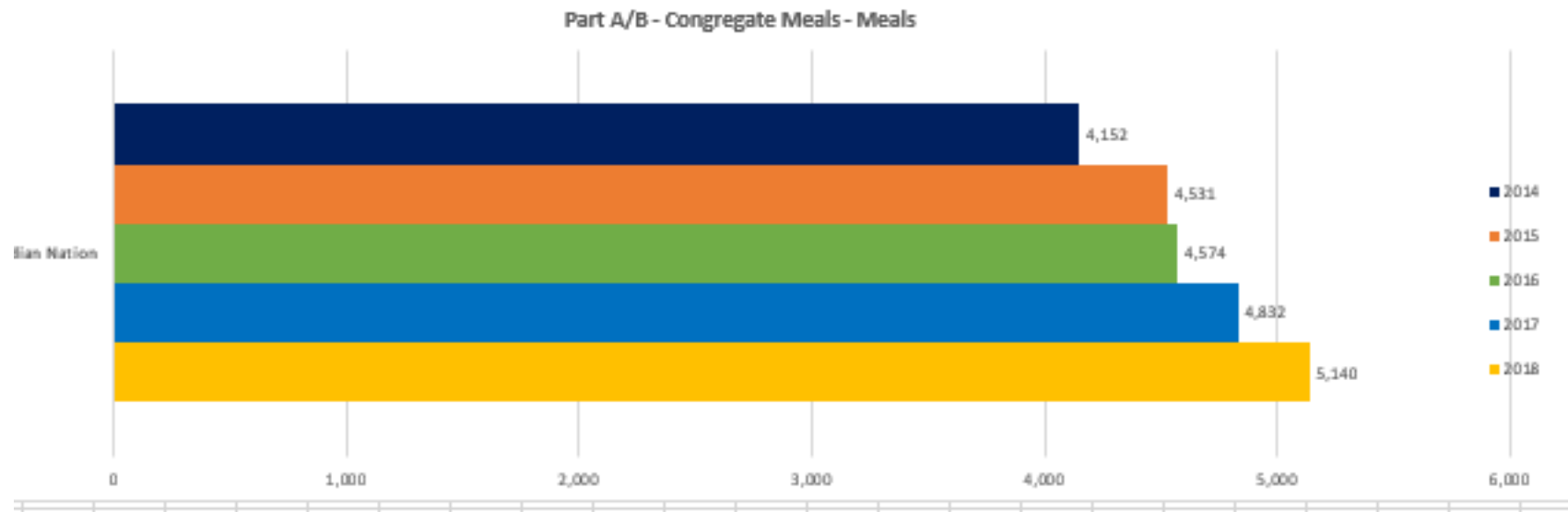
This report provides a comparison of all nutrition, supportive service and caregiver numeric data elements for a two-year to five-year period.

Legacy Reports

All Legacy Reports - This report provides program data from the legacy PPR system between the years of 2009 – 2020.

Reports with Charts

Both the Two-Year Variance Report and the Multi-Year Trend report will show the data in Excel. The reports will also include charts to help visualize your data.



Upcoming OAAPS Trainings

- **November 2020 – January 2021:** Regional OAAPS Webinars with your Regional Administrator
- **February 10, 2021:** Data Submission Training
- **April 1, 2021:** PPR Reporting for FY20 begins in OAAPS
- **April 14, 2021:** Generating Variances Training
- **May 12, 2021:** Troubleshooting Data Errors and Submitting your Data to RAs Training

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[Grants.gov](#)

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[No Fear Act](#)



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Thank You

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