

URI Cooperative Extension and Outreach Coordinating Committee

October 26, 2020 Meeting Agenda / Notes

NIFA Annual Report of Accomplishments

[DEBBY]

- How it will work this year...
 - URI to input Cooperative Extension programs into the new NIFA Reporting System
 - Now active → Project Initiation for CoopExt Program (no longer using old reporting portal)
 - FY19 Reporting:
 - Universities were asked to write up accomplishment “stories” and submit them to NIFA rather than use the old reporting portal; will probably be similar request for FY20 reports.
 - New Institutional Profile (formerly called Plan of Work) was submitted and reviewed last year; NIFA requested more detail, particularly around stakeholder input, so Debby will ask CoopExt faculty/staff for that.
 - FY20 Reporting:
 - Debby will send a questionnaire via Google Form that looks similar to FY20 with some new information included (who are our stakeholders, how do we reach them, etc.)
 - Research: no accomplishment reports through questionnaires, rather through REEport per usual
 - Report on civil rights data (to see who is collecting it now; as a "heads up" to others to begin collecting the data during the current federal fiscal year)
 - Race, gender, ethnicity
 - Two versions of a survey exist now: EFNEP (standardized survey; might be better for CoopExt programs) & SNAP-Ed
 - SNAP-Ed uses paper forms in community (EFNEP - web Google forms)
 - Add brief survey to Youtube video view (is that possible?), Learn at Home webinars and other virtual programs (at time of registration)
 - Determine what the appropriate mechanisms are to collect demographic data
 - Ask program managers to articulate how they'll collect demographic data
 - Updates to Plan of Work, esp. Stakeholder input
 - Write an accomplishments story based on outcomes, with outputs woven into the narrative
 - Timeline:
 - **January 15, 2021 → Draft submissions due to Debby**
 - **March 1, 2021 → Final submissions approved by Debby**
 - **April 1, 2021 → Final consolidated Annual Report of Accomplishments to NIFA**