

Grant Outcomes Reporting FAQ

For Sector Navigators, Deputy Sector Navigators, Regional Consortia Chairs

What kinds of outcomes are grantees responsible to report?

Outcomes reporting for CTE grants are in transition as the California Community Colleges Chancellor’s Office moves forward with the Doing What Matters Framework. Currently, there are multiple sources of funding that have varying reporting requirements. Therefore, the types of outcomes that grantees report and the places that they need to submit this information will vary by the funding source.

Please see “6.0 Reporting Links” under the “Onboarding & Professional Development of Ext Ops Team” table at <http://doingwhatmatters.cccco.edu/WEDDGranteeResources.aspx> for a list of links to where to submit specific reports. The table below summarizes how reporting requirements vary by funding source.

	Support for Doing What Matters braided funding framework	Where data get reported	Where to find up-to-date information on requirements
New SB1402/EWD funding (2013-14 and future years)	Sector Navigators and Deputy Sector Navigators	<ul style="list-style-type: none"> • YTD Expenditure Report • LaunchBoard (starting 2014-15) 	http://extranet.cccco.edu/Divisions/WorkforceandEconDev/WEDDRFAs/RFASectorNavigator.aspx
Old SB1402/EWD funding (prior to 2013-14)	n/a	<ul style="list-style-type: none"> • DCS system • YTD Expenditure Report 	http://extranet.cccco.edu/Divisions/WorkforceandEconDev/EWDProgram/EWDGrants.aspx
SB1070	Deputy Sector Navigators	<ul style="list-style-type: none"> • YTD Expenditure Report • LaunchBoard (starting in 2014-15) 	http://extranet.cccco.edu/Divisions/WorkforceandEconDev/WEDDRFAs/RFADeputySectorNavigator.aspx
Perkins 1B	Regional Consortia Chairs	<ul style="list-style-type: none"> • YTD Expenditure Report • LaunchBoard (starting in 2014-15) 	http://extranet.cccco.edu/Divisions/WorkforceandEconDev/WEDDRFAs/RFARegionalConsortia.aspx

For memos on funding decisions and timelines, visit: <http://extranet.cccco.edu/Divisions/WorkforceandEconDev/CareerEducationPractices/Memos.aspx>
Please note that these memos are organized by year—click on the date in the middle column to see information from each year.

How do I report on the Common Metrics?

Grantees are expected to report progress on the Common Metrics in their work plan through the Year-to-Date Expenditure & Progress Report.

In 2014-15, all grantees must report on at least 5 Common Metrics. For Sector Navigators and Deputy Sector Navigators, at least 3 must be Momentum Points, excluding MP 34. Data must be uploaded to the LaunchBoard by August 2015.

Grantees will identify which metrics to report on for 2014-15 as part of grant renewals in spring 2014. Support will be provided on which metrics to select at several venues, including a session at CCCAOE and a webinar on 3/20. Training will help grantees identify:

- which metrics are most likely to be relevant given the students being served and duration of the funding
- considerations related to data collection
- metrics that best relate to larger project goals

Who is responsible for gathering the Common Metrics?

Currently, half of the Momentum Points can be automatically generated out of existing statewide reports. For the remaining Common Metrics, the responsibility for gathering data is jointly shared by the Sector Navigators, Deputy Sector Navigators, and the Regional Consortia Chairs. A list that describes which metrics can be automatically generated or must be collected locally is included in the “LaunchBoard Common Metrics Data Upload Overview” guide, available at <http://doingwhatmatters.cccco.edu/LaunchBoard.aspx>.

Regional Consortia Chairs, Deputy Sector Navigators, and Sector Navigators should work collaboratively with each community college and K-12 district that is participating in their grants to identify one person to upload data for each institution. The data upload point person should work with faculty and staff to determine the best way to gather the metrics that must be collected locally.

The RP Group is available to support local data collection efforts (please contact Mallory Newell at newellmallory@fhda.edu). The RP Group will train local data upload point people on how to enter information into the LaunchBoard, plus provide a technical support person in each region. Detailed instructions on uploading data to the LaunchBoard are available at <http://doingwhatmatters.cccco.edu/LaunchBoard.aspx>.

How does the Additional Tracking tool support reporting?

The Additional Tracking tool provides a place for colleges to upload information on students participating in training that is not included in application enrollment process, such as career exploration activities provided to K-12 students or contract education. Grantees that have selected Common Metrics for their work plans that rely on outcomes for these types of training should use the Additional Tracking tool in 2014-15 to track participation. Information on these students can then be linked to other data sources, such as wage information or college enrollment information, to determine the impact of these trainings. The Additional Tracking tool can either be used for learners to self-register or participant information can be bulk-uploaded from templates that are available on the LaunchBoard. Learners who are recorded in the Additional Tracking tool will automatically be added to the cohort for the specified

grant and to specified Momentum Points. Detailed information on using the Additional Tracking tool is available at <http://doingwhatmatters.cccco.edu/LaunchBoard.aspx>.