ATTACHMENT C

PROPOSED CHANGES TO CURRENT INTERNATIONAL RESOURCE INFORMATION SYSTEM (IRIS) GRANT REPORTING SYSTEM

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The following spreadsheet outlines proposed changes to the IRIS system. Individual screens are listed for each program, noting who uses the screen, what type of change is proposed, the specific fields added or removed, changes made to the dropdown menu selections, and which report(s) the information is entered for during the grant cycle.

The users included under the **User Type** column include Project Directors, Fellows, Participants, Domestic Institution, and Administering Agency. **Project Directors** are the primary managers of the grants, responsible for overseeing the project activities, fellow activities (if applicable), and for budget management. **Fellows** receive fellowships from a funded institution to conduct overseas research or to take language and area studies courses. **Participants** (generally faculty, teachers, or students) travel with a group for the Seminars Abroad Program (SA) or the Group Projects Abroad Program (GPA), with travel and lodging expenses covered by the funded institution. **Domestic institutions** receive funding for the SA program to conduct a pre-departure orientation in the U.S. prior to the seminar, and manage the budget for the orientation. **Administering agencies** conduct the SA program in the host country(ies), and manage the budget for the seminar.

The reports included under the **Report Type** column are the non-competitive continuation (NCC) reports, interim reports, and final reports. For the purposes of this spreadsheet, **NCC reports** are those submitted in the spring, which are then used to make NCC awards. **Interim reports** are those submitted in the fall or winter throughout the duration of the grant, two months after the anniversary of the grant start date. **Final reports** are due within 90 days of the grant end date.

Program	
AORC	The American Overseas Research Centers program provides grants to consortia United States institutions of higher education to establish or operate overseas research centers that promote postgraduate research, exchanges, and area studies. AORC grants may be used to pay for all or a portion of the cost of establishing or operating a center or program, including the cost of faculty and staff stipends and salaries, faculty, staff and student travel, the operation and maintenance of overseas facilities, the cost of teaching and research materials, the cost of acquisition, maintenance and preservation of library collections, the cost of bringing visiting scholars and faculty to a center to teach or to conduct research, the cost of organizing and managing conferences, and the cost of publication and dissemination of material for the scholarly and general public.

Project directors use the following screens to report grant activity for a reporting period.

Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
Update Password	Project Director	**None**				As needed
Project Information	Project Director	**None**				Entered when grant is set up in system
Additional Users	Project Director	Changed	New instructions: "To add an additional user with permission to edit reports for this project, click the add a user button. The system will email login information to each added user. The user will have access to all functionalities in IRIS except report submission which is restricted to the Project Director. If a user is no longer associated with the project, the Project Director must remove that user from IRIS. IEPS staff may not add or delete users from IRIS."	Text fields for first and last name, email address, and title.		As needed

AORC	Add a User	Project Director	New	User name, Email, and Title		Dropdown added for Title.	As needed
	Travel Approval Request (TAR)	Project Director	**None**				As needed
	Add a TAR	Project Director	**None**				As needed
	Report Schedule	Project Director	Changed	Fiscal Year column added between Report Type and Due Date; Time Extension button			NCC, Interim, Final
	Time Extension Notification	Project Director	New	A new form has been added permitting project directors to notify IEPS program staff when additional time is needed to complete the final report.			Final
	Budget	Project Director	Changed	Budget categories were modified to accommodate carry over funds.			NCC, Interim, Final
	Abstract	Project Director	Removed				NCC (first only)
	Status/Impact	Project Director	Removed	Replaced by "Objectives and Accomplishments".			NCC, Interim, Final
	Objectives and Accomplishments	Project Director	New	"Describe each of the objectives of the project and the progress made towards those objectives during the current reporting period."			NCC, Interim, Final
	Collaboration Activities	Project Director	Changed	Renamed "Collaboration Activities" with the following instructions: " Describe collaboration activities conducted with other Title VI or Fulbright-Hays program grantees during the current reporting period. Elaborate on the purpose of the activity, the impact on the constituents, and why it was an effective collaboration."			NCC, Interim, Final
	Adjustments to Project	Project Director	Changed	Instructional text changed to "For any planned activity that was scheduled to take place during the current reporting period but did not, explain the circumstances. Indicate whether you still plan to conduct the activity and when; or, specify the amount of funds to be reprogrammed, the activities to be conducted, and when."			NCC, Interim, Final
	Exemplary Activities	Project Director	Changed	Instructional text changed to "Describe project activities that showcase the grantee's success in meeting its project objectives in a particularly effective way during the current reporting period and that you would recommend for replication or dissemination because of their content and impact."			NCC, Interim, Final

Program							
AORC	Evaluation	Project Director	New	"Describe project-related evaluation activities that have taken place during the current reporting period." Two upload fields with the following text were added below the comment section: "Please upload any evaluation or assessment reports regarding your grant activities."			NCC, Interim, Final
	Priorities	Project Director	Changed	Instructional text changed to "Describe any activities that took place during the current reporting period which address the announced priorities of the program. Indicate if grant funds were used to support the activities. To view a list of the announced priorities, click here."			NCC, Interim, Final
	Budget	Project Director	Changed	Budget categories were modified to accommodate carry over funds.			NCC, Interim, Final
	Center Information	Project Director	**None**				Interim, Final
	Center Contact Information	Project Director	**None**				Interim, Final
	Researcher Profiles	Project Director	**None**				Interim, Final
	Add a Researcher Profile	Project Director	**None**				Interim, Final
	Center Activities and Facilitative Services	Project Director	Changed	Title changed to "Center Activities and Facilitative Services" with new categories: Archives / Libraries; Conferences; Cultural events (Art exhibits, Museum tours, etc); Guided Tours Related to Research Project; Information Technology - Computer, Internet, telephone; Language Program; Lectures and seminars; Lodging; Research; Travel. Required attachment upload field added for "Customer Satisfaction Survey".			Interim, Final

Program	Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
AORC	Publications and Research Presentations	Project Director	Changed	Instructional text changed to "Indicate the total number of publications and presentations conducted, developed, and /or written during the current reporting period with (program name) grant funds." The previous categories were replaced with: Audio, video, and podcasts:; Authored books:; Assessment materials: Book chapters:; Conference papers/presentations:; Curricula and textbooks:; Edited books:; Journal articles:; Reports/monographs:; Teaching cases:; Toolkits and instructional materials:; Working papers:; Other: (with three data fields).			Interim, Final
	Sources of Funding	Project Director	Removed				Interim, Final
	Sources of U.S. Funding	Project Director	New	This new screen consists of three new columns: U.S. Private Source; U.S. Public Source; Total. Several Center Activity categories have been added: Conferences: logistical; co-sponsorship; Conferences: professional services fees; Cultural events: exhibits; guided tours; External Evaluation; Information Technology; Language program; Library acquisitions; special collections; Overseas Center: Facilities; Overseas Center: Staff; Publications: production and dissemination.			Interim, Final
	View / Submit Report	Project Director	**None**				Interim, Final

Program							
BIE	This program provides funds to institutions of higher education that enter into an agreement with a trade association and/or business for two purposes: to improve the academic teaching of the business curriculum and to conduct outreach activities that expand the capacity of the business community to engage in international economic activities. The purpose of the program is to promote education and training that will contribute to the ability of United States business to prosper in an international economy.						

Project directors use the following screens to report grant activity for a reporting period.

Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
Update Password	Project Director	**None**				As needed
Project Information	Project Director	Changed	"Partner Web site" added below Email, Web Site.			Entered when grant is set up in system

BIE	Additional Users	Project Director	Changed	New instructions: "To add an additional user with permission to edit reports for this project, click the add a user button. The system will email login information to each added user. The user will have access to all functionalities in IRIS except report submission which is restricted to the Project Director. If a user is no longer associated with the project, the Project Director must remove that user from IRIS. IEPS staff may not add or delete users from IRIS."	Text fields for first and last name, email address, and title.		As needed
	Add a User	Project Director	New	User name, Email, and Title		Dropdown added for Title.	As needed
	Travel Approval Request (TAR)	Project Director	**None**				As needed
	Add a TAR	Project Director	**None**				As needed
	Report Schedule	Project Director	Changed	Fiscal Year column added between Report Type and Due Date; Time Extension button			NCC, Interim, Final
	Time Extension Notification	Project Director	New	A new form has been added permitting project directors to notify IEPS program staff when additional time is needed to complete the final report.			Final
	Abstract	Project Director	Removed				NCC (first only)
	Objectives and Accomplishments	Project Directors	New	"Describe each of the objectives of the project and the progress made towards those objectives during the current reporting period."			NCC, Interim, Final
	Objectives	Project Directors	Combined	Replaced by "Objectives and Accomplishments"			NCC, Interim, Final
	Accomplishments	Project Directors	Combined	Replaced by "Objectives and Accomplishments"			NCC, Interim, Final
	Adjustments to Project	Project Director	Changed	Instructional text changed to "For any planned activity that was scheduled to take place during the current reporting period but did not, explain the circumstances. Indicate whether you still plan to conduct the activity and when; or, specify the amount of funds to be reprogrammed, the activities to be conducted, and when."			NCC, Interim, Final
	Exemplary Activities	Project Director	Changed	Instructional text changed to "Describe project activities that showcase the grantee's success in meeting its project objectives in a particularly effective way during the current reporting period and that you would recommend for replication or dissemination because of their content and impact."			NCC, Interim, Final

BIE							
Evaluation	Project Director	New	"Describe project-related evaluation activities that have taken place during the current reporting period." Two upload fields with the following text were added below the comment section: "Please upload any evaluation or assessment reports regarding your grant activities."			NCC, Interim, Final
Director's Assessment	Project Director	Removed	Replaced by "Evaluation"			NCC, Interim, Final
Next Project Year	Project Director	Removed				NCC, Interim
Priorities	Project Director	Changed	Instructional text changed to "Describe any activities that took place during the current reporting period which address the announced priorities of the program. Indicate if grant funds were used to support the activities. To view a list of the announced priorities, click here."			NCC, Interim, Final
Budget	Project Director	Changed	Budget categories were modified to accommodate carry over funds.			NCC, Interim, Final
International Business (IB) Programs Created or Enhanced	Project Director	Combined	Combined using the "IB Courses and Programs Created or Enhanced" from the CIBE report.			Interim, Final
International Business (IB) Courses Created or Enhanced	Project Director	Combined	Combined using the "IB Courses and Programs Created or Enhanced" from the CIBE report.			Interim, Final
International Business (IB) Courses and Programs Created or Enhanced	Project Director	New	Combined using the "IB Courses and Programs Created or Enhanced" from the CIBE report.			Interim, Final
Add an IB Course or Program	Project Director	New	Following Funded by:, amount fields were added for BIE funds / Matching funds amount; Web site:.			Interim, Final
International Business Faculty/Instructor Positions	Project Director	**None**				Interim, Final
Add an IB Faculty / Instructor Position	Project Director	**None**				Interim, Final
Faculty Enhancement	Project Director	**None**				Interim, Final
Enhancement of Faculty Expertise	Project Director	**None**				Interim, Final
Outreach Activities	Project Director	**None**				Interim, Final
Add an Outreach Activity	Project Director	Changed	Following Funded by:, amount fields were added for BIE funds / Matching funds amount; Web site:.			Interim, Final
Outreach Defaults	Project Director	**None**				Interim, Final
Study Abroad and Internship Programs Created or Enhanced	Project Director	**None**				Interim, Final

Program	Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
BIE	Add a Study Abroad or Internship Program	Project Director	Changed	Following Funded by:, amount fields were added for BIE funds / Matching funds amount; Web site:.			Interim, Final
	International Business Resource Centers Created or Enhanced	Project Director	Removed				NCC, Interim, Final
	Add an IB Resource Center	Project Director	Removed				Interim, Final
	View / Submit Report	Project Director	**None**				NCC, Interim, Final

CIBE — This program provides funding to schools of business for curriculum development, research, and training on issues of importance to United States trade and competitiveness.

Project directors use the following screens to report grant activity for a reporting period.

Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
Update Password	Project Directors	**None**				As needed
Project Information	Project Directors	**None**				entered when grant is set up in system
Additional Users	Project Directors	Changed	New instructions: "To add an additional user with permission to edit reports for this project, click the add a user button. The system will email login information to each added user. The user will have access to all functionalities in IRIS except report submission which is restricted to the Project Director. If a user is no longer associated with the project, the Project Director must remove that user from IRIS. IEPS staff may not add or delete users from IRIS."	Text fields for first and last name, email address, and title.		As needed
Add a User	Project Directors	New	User name, Email, and Title		Dropdown added for Title.	As needed
Travel Approval Request (TAR)	Project Directors	**None**				As needed
Add a TAR	Project Directors	**None**				As needed
Report Schedule	Project Directors	Changed	Fiscal Year column added between Report Type and Due Date; Time Extension button			NCC, Interim, Final
Time Extension Notification	Project Director	New	A new form has been added permitting project directors to notify IEPS program staff when additional time is needed to complete the final report.			Final
Abstract	Project Directors	Removed				NCC (first only)
Objectives and Accomplishments	Project Directors	New	"Describe each of the objectives of the project and the progress made towards those objectives during the current reporting period."			NCC, Interim, Final
Objectives	Project Directors	Combined	Replaced by "Objectives and Accomplishments"			NCC, Interim, Final
Accomplishments	Project Directors	Combined	Replaced by "Objectives and Accomplishments"			NCC, Interim, Final

CIBE	Adjustments to Project	Project Directors	Changed	Instructional text changed to "For any planned activity that was scheduled to take place during the current reporting period but did not, explain the circumstances. Indicate whether you still plan to conduct the activity and when; or, specify the amount of funds to be reprogrammed, the activities to be conducted, and when."			NCC, Interim, Final
	Exemplary Activities	Project Directors	Changed	Instructional text changed to "Describe project activities that showcase the grantee's success in meeting its project objectives in a particularly effective way during the current reporting period and that you would recommend for replication or dissemination because of their content and impact."			NCC, Interim, Final
	Evaluation	Project Directors	New	"Describe project-related evaluation activities that have taken place during the current reporting period." Two upload fields with the following text were added below the comment section: "Please upload any evaluation or assessment reports regarding your grant activities."			
	Priorities	Project Directors	New	Instructional text changed to "Describe any activities that took place during the current reporting period which address the announced priorities of the program. Indicate if grant funds were used to support the activities. To view a list of the announced priorities, click here."			NCC, Interim, Final
	Budget	Project Directors	Changed	Budget categories were modified to accommodate carry over funds.			NCC, Interim, Final
	International Business Courses by Discipline	Project Directors	**None**				Interim, Final
	International Business Courses and Programs Created or Enhanced	Project Directors	**None**				Interim, Final
	Add an International Business Course or Program	Project Directors	Changed	Following Funded by:, amount fields were added for CIBE funds / Matching funds amount.			Interim, Final
	Business Language Courses	Project Directors	**None**				Interim, Final
	Program Graduates - Master's Degrees	Project Directors	**None**				Interim, Final
	Program Graduates - Doctoral Degrees	Project Directors	**None**				Interim, Final

	Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
CIBE	Program Graduate Placements - Master's Degrees	Project Directors	**None**				Interim, Final
	Program Graduate Placements - Doctoral Degrees	Project Directors	**None**				Interim, Final
	International Research Activities	Project Directors	**None**				Interim, Final
	Add an International Research Activity	Project Directors	Changed	Following Funded by:, amount fields were added for CIBE funds / Matching funds amount.			Interim, Final
	Publications and Research Presentations	Project Directors	Changed	Instructional text changed to "Indicate the total number of publications and presentations conducted, developed, and /or written during the current reporting period with (program name) grant funds." The previous categories were replaced with: Audio, video, and podcasts:; Authored books:; Assessment materials: Book chapters:; Conference papers/presentations:; Curricula and textbooks:; Edited books:; Journal articles:; Reports/monographs:; Teaching cases:; Toolkits and instructional materials:; Working papers:; Other: (with three data fields).			Interim, Final
	Collaboration	Project Directors	Changed	Title changed to "Collaboration"			Interim, Final
	Add a Collaboration	Project Directors	Changed	Following Funded by:, amount fields were added for CIBE funds / Matching funds amount.		Collaborator: Other CIBE; U.S. Entity; Overseas Entity	Interim, Final
	Professional Development Program	Project Directors	Changed	Title changed to "Professional Development Program"			Interim, Final
	Add a Professional Development Program	Project Directors	Changed	Title changed to "Professional Development Program"; Following Funded by:, amount fields were added for CIBE funds / Matching funds amount.			Interim, Final
	Outreach Activities	Project Directors	**None**				Interim, Final
	Add an Outreach Activity	Project Directors	Changed	Following Funded by:, amount fields were added for CIBE funds / Matching funds amount; Web site:			Interim, Final
	View / Submit Report	Project Directors	**None**				Interim, Final

DDRA This program provides grants to colleges and universities to fund individual doctoral students to conduct research in other countries in modern foreign languages and area studies for periods of 6 to 12 months.

Fellows use the following screens to report grant activity for a reporting period.

	Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
DDRA Fellow	Fellow Information	Fellow	**None**				Interim

Program	Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
DDRA Fellow	Abstract	Fellow	**None**				Interim
	Pre-Fellowship Foreign Language Self-Evaluation	Fellow	**None**				Interim
	Enter Pre Self-Evaluation	Fellow	Changed	A completely new survey replaced the previous self-evaluation. The new survey is based on the Interagency Language Roundtable's (ILR) Self-Assessments on Speaking, Reading, and Listening proficiency.			Interim
	Awarded Budget	Fellow	Changed	"Other Funds" column was added.			Interim
	View / Submit Pre Report	Fellow	**None**				Interim
	Research Results	Fellow	**None**				Final
	Dissemination	Fellow	**None**				Final
	Adjustments to Project	Fellow	**None**				Final
	Project Support	Fellow	**None**				Final
	Advice for Future Fellows	Fellow	Removed	Replaced by "Feedback"			Final
	Feedback	Fellow	New	Check box with the following text was added to the former "Advice for Future Fellows" screen: "This feedback will be shared with future fellows unless you check here."			Final
	Post-Fellowship Foreign Language Self-Evaluation	Fellow	**None**				Final
	Enter Post Self-Evaluation	Fellow	Changed	A completely new survey replaced the previous self-evaluation. The new survey is based on the Interagency Language Roundtable's (ILR) Self-Assessments on Speaking, Reading, and Listening proficiency.			Final
	Actual Budget	Fellow	Changed	"DDRA Funds Awarded" column was added.			Final
	View / Submit Post Report	Fellow	**None**				Final

Project directors use the following screens to report grant activity for a reporting period.

Program	Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
DDRA Director	Update Password	Project Director	**None**				As needed
	Project Information	Project Director	**None**				Entered when grant is set up in system
	Additional Users	Project Director	**None**				As needed
	Add a User	Project Director	New	User name, Email, and Title			As needed
	Fellow Administration	Project Director	Changed	"Hiatus Request" column and "Create / Update" button was added.	"Add a Fellow" button was removed;		As needed
	Update Fellow Information	Project Director	Changed	Research dates are now editable; Time Extension button			Final

Program							
DDRA Director	Time Extension Notification	Project Director	New	A new form has been added permitting project directors to notify IEPS program staff when additional time is needed to complete the final report.			Final
	Hiatus Request	Project Director	New	Fellow's Hiatus Travel Itinerary Does the fellow have the appropriate insurance? Does the fellow have the appropriate visas? New end date of research period:			As needed
	Grant Activation Request (GAR)	Project Director	Changed	Information buttons were added to provide on-screen guidance for various functions and specific reporting requirements.			As needed
	View / Submit Report	Project Director	**None**				Final

FLAS Fellow	This program provides academic year and summer fellowships to institutions of higher education to assist graduate students in foreign language and either area or international studies. The goals of the fellowship program include: (1) to assist in the development of knowledge, resources, and trained personnel for modern foreign language and area/international studies; (2) to stimulate the attainment of foreign language acquisition and fluency; and (3) to develop a pool of international experts to meet national needs.

	Fellows use the following screens to report grant activity for a reporting period.

Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
Fellow Profile	Fellow	**None**				Final
Education, Courses, and Post-Fellowship Activities	Fellow	Changed	Home Institution			Final
Foreign Language Self-Evaluation	Fellow	Changed	A completely new survey replaced the previous self-evaluation. The new survey is based on the Interagency Language Roundtable's (ILR) Self-Assessments on Speaking, Reading, and Listening proficiency.			Final

	Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
FLAS Fellow	Fellowship Evaluation (only completed by fellows not receiving dissertation funding)	Fellow	Changed	New instructions: "You are required to provide comments in this box and what you write will be confidential and just shared with just the U.S. Department of Education. In this box please write about your impressions of the FLAS program you participated in, specifically: Was the competition announced frequently and in highly visible forums? Were the application requirements clearly stated? Were the administrators of the program ready to assist during the application process and after you received your award? How was the quality of the language and area studies course offerings? What suggestions do you have to improve your institution's FLAS program?" A check box with the following text was also added: "Check here to share with your Project Director and FLAS Coordinator."			Final
	Dissertation Research(only completed by fellows receiving dissertation funding)	**Fellow**	**None**				Final
	View / Submit Report	Fellow	**None**				Final

Project directors use the following screens to report grant activity for a reporting period.

	Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
FLAS Director	Update Password	Project Director	**None**				As needed
	Project Information	Project Director	**None**				Entered when grant is set up in system
	Additional Users	Project Directors	Changed	New instructions: "To add an additional user with permission to edit reports for this project, click the add a user button. The system will email login information to each added user. The user will have access to all functionalities in IRIS except report submission which is restricted to the Project Director. If a user is no longer associated with the project, the Project Director must remove that user from IRIS. IEPS staff may not add or delete users from IRIS."	Text fields for first and last name, email address, and title.		As needed
	Add a User	Project Directors	New	User name, Email, and Title		Dropdown added for Title.	As needed
	Report Schedule	Project Director	Changed	Fiscal Year column added between Report Type and Due Date; Time Extension button			Interim, Final

Program							
FLAS Director	Time Extension Notification	Project Director	New	A new form has been added permitting project directors to notify IEPS program staff when additional time is needed to complete the final report.			Final
	Language Requests	Project Directors	Changed	An information button was added to provide on-screen guidance for various functions and specific reporting requirements.			Interim, Final
	Add a Language Request	Project Director	**None**				Interim, Final
	Overseas Program Request	Project Director	Changed	An information button was added to provide on-screen guidance for various functions and specific reporting requirements.			Interim, Final
	Add an Overseas Program Request	Project Director	**None**				Interim, Final
	Fellow Administration	Project Director	**None**				Interim, Final
	Add / Update a Fellow	Project Directors	Changed	Fellow Type		Fellow Type dropdown containing Undergraduate; Master's; Master's / PhD; Doctorate	As needed
	Instructor Administration	Project Director	New	Add an Instructor			As needed
	Add an Instructor	Project Director	New	Instructor name Email Instructor Fellows			As needed
	Travel Approval Request (TAR)	Project Director	**None**				As needed
	Add a TAR	Project Director	**None**	New question: "Required for Student selection: Did the Program Officer approve the student's Overseas Program Request? Yes / No			As needed
	Selection Processes / Competition Description	Project Director	Changed	Undergraduates applicants Graduate applicants Ph.D. applicants Number of FLAS Awards Number of Alternates Selection Processes			Interim, Final
	Selection Processes Addendum	Project Director	Removed				Interim, Final
	Priorities	Project Director	Changed	Instructional text changed to "Describe any activities that took place during the current reporting period which address the announced priorities of the program. Indicate if grant funds were used to support the activities. To view a list of the announced priorities, click here."			Interim, Final
	Budget	Project Director	Changed	Budget categories were modified to accommodate carry over funds.			Interim, Final
	Create/Edit Fellow	Project Director	Removed				Interim
	View / Submit Report	Project Director	**None**				Interim, Final

Program							

FLAS Instructor

Instructors use the following screens to enter language evaluation data.

Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
Instructor Evaluation	Project Director	New	New page containing a link to the evaluation.			
Enter Instructor Evaluation	Project Director	New	New page containing a survey based on the Interagency Language Roundtable's (ILR) Self-Assessments on Speaking and Listening proficiency.			

FLAS Student Tracking

Project directors use the following screens to report student tracking data every two years, for an eight year period.

Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
Student Tracking	Project Director	New	New page consisting of data collection fields for the project directors to complete every two years.			
Student Tracking Fields	Project Director	New				

FRA Fellow

This program provides grants to institutions of higher education to fund faculty to maintain and improve their area studies and language skills by conducting research abroad for periods of 3 to 12 months.

Fellows use the following screens to report grant activity for a reporting period.

Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
Update Password	Fellow	**None**				As needed
Fellow Information	Fellow	**None**				Interim
Abstract	Fellow	**None**				Interim
Pre-Fellowship Foreign Language Self-Evaluation	Fellow	**None**				Interim
Enter Pre Self-Evaluation		Changed	A completely new survey replaced the previous self-evaluation. The new survey is based on the Interagency Language Roundtable's (ILR) Self-Assessments on Speaking, Reading, and Listening proficiency.			Interim
Awarded Budget	Fellow	Changed	"Other Funds" column was added.			Interim
View / Submit Report	Fellow	**None**				Interim
Research Results	Fellow	**None**				Final
Dissemination of Information	Fellow	**None**				Final

FRA Fellow

Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
Publications and Research Presentations	Fellow	Changed	Instructional text changed to "Indicate the total number of publications and presentations conducted, developed, and /or written during the current reporting period with (program name) grant funds." The previous categories were replaced with: Audio, video, and podcasts:; Authored books:; Assessment materials: Book chapters:; Conference papers/presentations:; Curricula and textbooks:; Edited books:; Journal articles:; Reports/monographs:; Teaching cases:; Toolkits and instructional materials:; Working papers:; Other: (with three data fields).			Final
Adjustments to Project	Fellow	**None**				Final
Project Support	Fellow	Changed	An information button was added to provide on-screen guidance for various functions and specific reporting requirements.			Final
Advice for Future Fellows	Fellow	Removed	Replaced by "Feedback"			Final
Feedback	Fellow	New	Check box with the following text was added to the former "Advice for Future Fellows" screen: "This feedback will be shared with future fellows unless you check here."			Final
Post-Fellowship Foreign Language Self-Evaluation	Fellow	**None**				Final
Enter Post Self-Evaluation	Fellow	Changed	A completely new survey replaced the previous self-evaluation. The new survey is based on the Interagency Language Roundtable's (ILR) Self-Assessments on Speaking, Reading, and Listening proficiency.			Final
Actual Budget	Fellow	Changed	"DDRA Funds Awarded" column was added.			Final
View / Submit Report	Fellow	**None**				Final

Project directors use the following screens to report grant activity for a reporting period.

FRA Director

Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
Update Password	Project Director	**None**				As needed
Project Information	Project Director	**None**				Entered when grant is set up in system
Additional Users	Project Director	**None**				As needed
Add a User	Project Director	New	User name, Email, and Title			As needed
Fellow Administration	Project Director	Changed	"Hiatus Request" column and "Create / Update" button was added.	"Add a Fellow" button was removed;		As needed

	Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
FRA Director	Update Fellow Information	Project Director	Changed	Research dates are now editable; Time Extension button			Final
	Time Extension Notification	Project Director	New	A new form has been added permitting project directors to notify IEPS program staff when additional time is needed to complete the final report.			Final
	Hiatus Request	Project Director	New	Fellow's Hiatus Travel Itinerary Does the fellow have the appropriate insurance? Does the fellow have the appropriate visas? New end date of research period:			As needed
	Grant Activation Request (GAR)	Project Director	Changed	Information buttons were added to provide on-screen guidance for various functions and specific reporting requirements.			As needed
	Priorities	Project Director	Removed				Final
	View / Submit Report	Project Director	**None**				Final

GPA Annual	The Fulbright-Hays -- Group Projects Abroad (GPA) Program provides grants to support overseas projects in training, research, and curriculum development in modern foreign languages and area studies by teachers, students, and faculty engaged in a common endeavor. Projects may include short-term seminars, curriculum development, group research or study, or advanced intensive language programs. The annual grants to institutions are for a single trip and do not focus on language.						

Participants use the following screens to report project activity for a reporting period.

	Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
GPA Participant Annual	Welcome	Participant	**None**				Final
	Update Password	Participant	**None**				As needed
	Orientation Evaluation	Participant	Changed	Questions 1 and 2 were combined and a new #1 was created. The following was added as #8: "Understanding / explanation of what is expected from participants as an outcome." A check box was added along with "This will be shared with your PD anonymously unless you check here."			Final
	In-country Experience Evaluation	Participant	Changed	A check box was added along with "This will be shared with your PD anonymously unless you check here."			Final
	Outreach Activities	Participant	Changed	"Web site"			Final

	Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
GPA Participant Annual	Publications and Research Presentations	Participant	Changed	Instructional text changed to "Indicate the total number of publications and presentations conducted, developed, and /or written during the current reporting period with (program name) grant funds." The previous categories were replaced with: Audio, video, and podcasts:; Authored books:; Assessment materials: Book chapters:; Conference papers/presentations:; Curricula and textbooks:; Edited books:; Journal articles:; Reports/monographs:; Teaching cases:; Toolkits and instructional materials:; Working papers:; Other: (with three data fields).			N/A
	View / Submit Report	Project Director	**None**				Final

Project directors use the following screens to report grant activity for a reporting period.

Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
Update Password	Project Director	**None**				As needed
Project Information	Project Director	Changed	Country(ies) of Study Number of weeks abroad? Time Extension button			Entered when grant is set up in system
Time Extension Notification	Project Director	New	A new form has been added permitting project directors to notify IEPS program staff when additional time is needed to complete the final report.			Final
Additional Users	Project Director	Changed	New instructions: "To add an additional user with permission to edit reports for this project, click the add a user button. The system will email login information to each added user. The user will have access to all functionalities in IRIS except report submission which is restricted to the Project Director. If a user is no longer associated with the project, the Project Director must remove that user from IRIS. IEPS staff may not add or delete users from IRIS."			As needed
Add a User	Project Director	New	User name, Email, and Title			As needed
Travel Approval Request	Project Director	**None**				As needed
Add a TAR	Project Director	**None**				As needed
Participant Administration (Maintain Participants)	Project Director	Combined	Report Reminder button added			Interim
Add / Update Participant	Project Director	Changed	Participant / Administrator type	Position title		Interim
Project Overview	Project Director	Changed	Check box and "I certify that the U.S. Embassy and Fulbright-Hays Commission (if applicable) in host country of study have been notified and provided with detailed project info."			Interim, Final

Program						
GPA Participant	Pre-Departure Preparation and Orientation Evaluation	Project Director	**None**				Final
	In-Country Activities	Project Director	**None**				Final
	In-Country Experience Evaluation	Project Director	**None**				Final
	Sources of Funding	Project Director	**None**				Final
	Outreach Activities	Project Director	**None**	Is this a planned or completed activity?			Final
	Add an Outreach Activity	Project Director	**None**				Final
	Budget	Project Director	Changed	Budget categories were modified to accommodate carry over funds.			NCC, Final
	Priorities	Project Director	Changed	Instructional text changed to "Describe any activities that took place during the current reporting period which address the announced priorities of the program. Indicate if grant funds were used to support the activities. To view a list of the announced priorities, click here."			Final

GPA Language	The Fulbright-Hays -- Group Projects Abroad (GPA) Program provides grants to support overseas projects in training, research, and curriculum development in modern foreign languages and area studies by teachers, students, and faculty engaged in a common endeavor. Projects may include short-term seminars, curriculum development, group research or study, or advanced intensive language programs. The language grants to institutions are three years in length, for a total of three trips. These programs focus on language.						

Participants use the following screens to report project activity for a reporting period.

	Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
GPA Participant Language	Update Password	Participant	**None**				As needed
	Education	Participant	Removed				Final
	Orientation Evaluation	Participant	Changed	Questions 1 and 2 were combined and a new #1 was created. The following was added as #8: "Understanding / explanation of what is expected from participants as an outcome." A check box was added along with "This will be shared with your PD anonymously unless you check here."			Final

	Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
GPA Participant Language	In-country Experience Evaluation	Participant	Changed	A check box was added along with "This will be shared with your PD anonymously unless you check here."			Final
	Publications and Research Presentations	Participant	Changed	Instructional text changed to "Indicate the total number of publications and presentations conducted, developed, and /or written during the current reporting period with (program name) grant funds." The previous categories were replaced with: Audio, video, and podcasts:; Authored books:; Assessment materials: Book chapters:; Conference papers/presentations:; Curricula and textbooks:; Edited books:; Journal articles:; Reports/monographs:; Teaching cases:; Toolkits and instructional materials:; Working papers:; Other: (with three data fields).			N/A
	Foreign Lang Self-Evaluation	Participant	Changed	A completely new survey replaced the previous self-evaluation. The new survey is based on the Interagency Language Roundtable's (ILR) Self-Assessments on Speaking, Reading, and Listening proficiency.	Oral Proficiency Scores were transferred to the "Add / Update Participant" screen of the GPA Language Project Director report.		Final
	Screen	**User Type**	**Changes**	**New Instructions / Fields**	**Removed Fields**	**Dropdown Changes**	**Report Type**
GPA Director Language	Update Password	Project Director	**None**				As needed
	Project Information	Project Director	**None**				Entered when grant is set up in system
	Additional Users	Project Director	Changed	New instructions: "To add an additional user with permission to edit reports for this project, click the add a user button. The system will email login information to each added user. The user will have access to all functionalities in IRIS except report submission which is restricted to the Project Director. If a user is no longer associated with the project, the Project Director must remove that user from IRIS. IEPS staff may not add or delete users from IRIS."			As needed
	Add a User	Project Director	New	User name, Email, and Title			As needed
	Travel Approval Request	Project Director	**None**				As needed
	Add a TAR	Project Director	**None**				

GPA Director Language	Report Schedule	Project Director	Changed	Fiscal Year column added between Report Type and Due Date; Time Extension button			
	Time Extension Request	Project Director	New	A new form has been added permitting project directors to notify IEPS program staff when additional time is needed to complete the final report.			
	Participant Administration (Maintain Participants)	Project Director	Combined	Report Reminder button added			Interim
	Add / Update Participant	Project Director	Changed	Oral Proficiency Scores Time Frame of Training City & Country of Study Language(s) of Study			As needed
	Project Overview	Project Director	**None**				Interim
	Status/Impact	Project Director	Removed				NCC, Interim, Final
	Pre-Departure Preparation and Orientation Evaluation	Project Director	**None**				Interim
	In-Country Activities	Project Director	**None**				Interim
	In-Country Experience Evaluation	Project Director	**None**				Interim
	Sources of Funding	Project Director	**None**				Interim, Final
	Objectives and Accomplishments	Project Director	New	"Describe each of the objectives of the project and the progress made towards those objectives during the current reporting period."			NCC, Interim, Final
	Adjustments to Project	Project Director	New	Instructional text changed to "For any planned activity that was scheduled to take place during the current reporting period but did not, explain the circumstances. Indicate whether you still plan to conduct the activity and when; or, specify the amount of funds to be reprogrammed, the activities to be conducted, and when."			NCC, Interim, Final
	Exemplary Activities	Project Director	New	Instructional text changed to "Describe project activities that showcase the grantee's success in meeting its project objectives in a particularly effective way during the current reporting period and that you would recommend for replication or dissemination because of their content and impact."			NCC, Interim, Final
GPA Director Language	Evaluation	Project Director	New	"Describe project-related evaluation activities that have taken place during the current reporting period." Two upload fields with the following text were added below the comment section: "Please upload any evaluation or assessment reports regarding your grant activities."			NCC, Interim, Final

Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
Priorities	Project Director	Changed	Instructional text changed to "Describe any activities that took place during the current reporting period which address the announced priorities of the program. Indicate if grant funds were used to support the activities. To view a list of the announced priorities, click here."			NCC, Interim, Final
Budget	Project Director	Changed	Budget categories were modified to accommodate carry over funds.			NCC, Interim, Final

GPA Language Instructor

Instructors use the following screens to ender language evaluation data.

Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
Instructor Evaluation	Project Director	New	New page containing a link to the evaluation.			
Enter Instructor Evaluation	Project Director	New	New page containing a survey based on the Interagency Language Roundtable's (ILR) Self-Assessments on Speaking and Listening proficiency.			

IIPP

This program provides a single grant to assist a consortium of colleges and universities to establish an institute designed to increase the representation of minorities in international service, including private international voluntary organizations and the foreign service of the United States.

Project directors use the following screens to report grant activity for a reporting period.

Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
Update Password	Project Director	None				As needed
Project Information	Project Director	None				Entered when grant is set up in system
Additional Users	Project Director	Changed	New instructions: "To add an additional user with permission to edit reports for this project, click the add a user button. The system will email login information to each added user. The user will have access to all functionalities in IRIS except report submission which is restricted to the Project Director. If a user is no longer associated with the project, the Project Director must remove that user from IRIS. IEPS staff may not add or delete users from IRIS."	Text fields for first and last name, email address, and title.		As needed
Add a User	Project Director	New	User name, Email, and Title		Dropdown added for Title.	As needed
Travel Approval Request (TAR)	Project Director	None				As needed
Add a TAR	Project Director	None				As needed

IIPP *(row label left margin)*

IIPP	Report Schedule	Project Director	Changed	Fiscal Year column added between Report Type and Due Date; Time Extension button			NCC, Interim, Final
	Time Extension Notification	Project Director	New	A new form has been added permitting project directors to notify IEPS program staff when additional time is needed to complete the final report.			Final
	Abstract	Project Director	Removed				NCC (first only)
	Status/Impact	Project Director	Removed	Replaced by "Objectives and Accomplishments".			NCC, Interim, Final
	Objectives and Accomplishments	Project Director	New	"Describe each of the objectives of the project and the progress made towards those objectives during the current reporting period."			NCC, Interim, Final
	Adjustments to Project	Project Director	Changed	Instructional text changed to "For any planned activity that was scheduled to take place during the current reporting period but did not, explain the circumstances. Indicate whether you still plan to conduct the activity and when; or, specify the amount of funds to be reprogrammed, the activities to be conducted, and when."			NCC, Interim, Final
	Exemplary Activities	Project Director	Changed	Instructional text changed to "Describe project activities that showcase the grantee's success in meeting its project objectives in a particularly effective way during the current reporting period and that you would recommend for replication or dissemination because of their content and impact."			NCC, Interim, Final
	Evaluation	Project Director	New	"Describe project-related evaluation activities that have taken place during the current reporting period." Two upload fields with the following text were added below the comment section: "Please upload any evaluation or assessment reports regarding your grant activities."			NCC, Interim, Final
	Priorities	Project Director	Changed	Instructional text changed to "Describe any activities that took place during the current reporting period which address the announced priorities of the program. Indicate if grant funds were used to support the activities. To view a list of the announced priorities, click here."			NCC, Interim, Final
	Budget	Project Director	Changed	Budget categories were modified to accommodate carry over funds.			NCC, Final
	Fellows Tracking	Project Director	**None**				Interim, Final

Program							

	Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
	Add a Fellow	Project Director	**None**				Interim, Final
	Institutional Partnership Activities	Project Director	Changed	Title changed to "Institutional Partnership Activities"			Interim, Final
	Add an Institutional Partnership	Project Director	Changed	"Matching funds amount" with data field was added below "Title VI IIPP funds amount:".	Deleted questions: "At this institution in the current program year, how many students graduated with IAS or foreign language majors? How many faculty members taught IAS or foreign languages?		Interim, Final
	Development of Instructional Resources	Project Director	**None**				Interim, Final
	Add an Instructional Resource	Project Director	Changed	Web site:; data fields for Title VI IIPP funds amount, and Matching funds amount.	Title VI IIPP and matching funds sub-grant amount:		Interim, Final
	Faculty Enhancement	Project Director	**None**				Interim, Final
	Enhancement of Faculty Expertise	Project Director	Changed	Data fields for Title VI IIPP funds amount, and Matching funds amount.	Title VI IIPP and matching funds sub-grant amount:		Interim, Final
	Language and International and Area Studies Programs	Project Director	**None**				Interim, Final
IIPP	Language and International and Area Studies Programs Created or Enhanced	Project Director	Changed	Web site:; data fields for Title VI IIPP funds amount, and Matching funds amount.	Title VI IIPP and matching funds sub-grant amount:		Interim, Final
	Language and International and Area Studies Courses	Project Director	**None**				Interim, Final
	Language and International and Area Studies Courses Created or Enhanced	Project Director	**None**				Interim, Final
	Participation in International Travel from the U.S.	Project Director	Removed				Interim, Final
	View / Submit Report	Project Director	**None**				Interim, Final

IIPP Student Tracking	Project directors use the following screens to report student tracking data every two years, for an eight year period.						

	Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
	Student Tracking	Project Director	New	New page consisting of data collection fields for the project director to complete every two years.			
	Student Tracking Fields	Project Director	New	New page consisting of data collection fields for the project director to complete every two years.			

IRS

This program supports surveys, studies, and instructional materials development to improve and strengthen instruction in modern foreign languages, area studies, and other international fields to provide full understanding of the places in which the foreign languages are commonly used.

Project directors use the following screens to report grant activity for a reporting period.

Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
Update Password	Project Director	**None**				As needed
Project Information	Project Director	**None**				Entered when grant is set up in system
Additional Users	Project Director	Changed	New instructions: "To add an additional user with permission to edit reports for this project, click the add a user button. The system will email login information to each added user. The user will have access to all functionalities in IRIS except report submission which is restricted to the Project Director. If a user is no longer associated with the project, the Project Director must remove that user from IRIS. IEPS staff may not add or delete users from IRIS."	Text fields for first and last name, email address, and title.		As needed
Add a User		New	User name, Email, and Title		Dropdown added for Title.	As needed
Travel Approval Request (TAR)	Project Director	**None**				As needed
Add a TAR		**None**				As needed
Report Schedule	Project Director	Changed	Fiscal Year column added between Report Type and Due Date; Time Extension button			NCC, Interim, Final
Time Extension Notification	Project Director	New	A new form has been added permitting project directors to notify IEPS program staff when additional time is needed to complete the final report.			Final
Abstract	Project Director	Removed				NCC (first only)
Status/Impact	Project Director	Removed	Replaced by "Objectives and Accomplishments".			NCC, Interim, Final
Objectives and Accomplishments	Project Director	New	"Describe each of the objectives of the project and the progress made towards those objectives during the current reporting period."			NCC, Interim, Final

IRS

	Adjustments to Project	Project Director	Changed	Instructional text changed to "For any planned activity that was scheduled to take place during the current reporting period but did not, explain the circumstances. Indicate whether you still plan to conduct the activity and when; or, specify the amount of funds to be reprogrammed, the activities to be conducted, and when."			NCC, Interim, Final
	Exemplary Activities	Project Director	Changed	Instructional text changed to "Describe project activities that showcase the grantee's success in meeting its project objectives in a particularly effective way during the current reporting period and that you would recommend for replication or dissemination because of their content and impact."			NCC, Interim, Final
	Evaluation	Project Director	New	"Describe project-related evaluation activities that have taken place during the current reporting period." Two upload fields with the following text were added below the comment section: "Please upload any evaluation or assessment reports regarding your grant activities."			NCC, Interim, Final
	Priorities	Project Director	Changed	Instructional text changed to "Describe any activities that took place during the current reporting period which address the announced priorities of the program. Indicate if grant funds were used to support the activities. To view a list of the announced priorities, click here."			NCC, Interim, Final
	Budget	Project Director	Changed	Budget categories were modified to accommodate carry over funds.			NCC, Interim, Final
IRS	Projects Conducted	Project Director	**None**				Interim, Final
	Add a Project	Project Director	Changed	Type of Assessment	Assessment Instrument		Interim, Final
	Adoption of Outcomes	Project Director	**None**				Interim, Final

	Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
	Publications and Research Presentations	Project Director	Changed	Instructional text changed to "Indicate the total number of publications and presentations conducted, developed, and /or written during the current reporting period with (program name) grant funds." The previous categories were replaced with: Audio, video, and podcasts:; Authored books:; Assessment materials: Book chapters:; Conference papers/presentations:; Curricula and textbooks:; Edited books:; Journal articles:; Reports/monographs:; Teaching cases:; Toolkits and instructional materials:; Working papers:; Other: (with three data fields).			Interim, Final
	Outreach Activity	Project Director	**None**				Interim, Final
	Add an Outreach Activity	Project Director	Changed	World Area of Focus; Partnerships:	Partner: and comment field replaced by "Partnerships:" and a dropdown.	World Area of Focus dropdown added; Partnerships dropdown added.	Interim, Final
	Outreach Defaults	Project Director	**None**				Interim, Final
	Sources of Funding	Project Director	Changed		Sub-categories for Research Projects and Materials Development were removed.		Interim, Final
	View / Submit Report	Project Director	None				Interim, Final

LRC — This program provides grants for establishing, strengthening, and operating centers that serve as resources for improving the nation's capacity for teaching and learning foreign languages through teacher training, research, materials development, and dissemination projects.

Project directors use the following screens to report grant activity for a reporting period.

	Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
	Update Password	Project Director	None				As needed
	Project Information	Project Director	Changed	"World Area" dropdown added after Countries.			Entered when grant is set up in system
LRC	Additional Users	Project Director	Changed	New instructions: "To add an additional user with permission to edit reports for this project, click the add a user button. The system will email login information to each added user. The user will have access to all functionalities in IRIS except report submission which is restricted to the Project Director. If a user is no longer associated with the project, the Project Director must remove that user from IRIS. IEPS staff may not add or delete users from IRIS."	Text fields for first and last name, email address, and title.		As needed

IRS

Add a User	Project Director	New	User name, Email, and Title		Dropdown added for Title.	As needed
Travel Approval Request (TAR)	Project Director	**None**				As needed
Add a TAR	Project Director	**None**				As needed
Report Schedule	Project Director	Changed	Fiscal Year column added between Report Type and Due Date; Time Extension button			NCC, Interim, Final
Time Extension Notification	Project Director	New	A new form has been added permitting project directors to notify IEPS program staff when additional time is needed to complete the final report.			Final
Abstract	Project Director	Removed				NCC (first only)
Status/Impact	Project Director	Removed	Replaced by "Objectives and Accomplishments".			NCC, Interim, Final
Objectives and Accomplishments	Project Director	New	"Describe each of the objectives of the project and the progress made towards those objectives during the current reporting period."			NCC, Interim, Final
Adjustments to Project	Project Director	Changed	Instructional text changed to "For any planned activity that was scheduled to take place during the current reporting period but did not, explain the circumstances. Indicate whether you still plan to conduct the activity and when; or, specify the amount of funds to be reprogrammed, the activities to be conducted, and when."			NCC, Interim, Final
Exemplary Activities	Project Director	Changed	Instructional text changed to "Describe project activities that showcase the grantee's success in meeting its project objectives in a particularly effective way during the current reporting period and that you would recommend for replication or dissemination because of their content and impact."			NCC, Interim, Final
Evaluation	Project Director	New	"Describe project-related evaluation activities that have taken place during the current reporting period." Two upload fields with the following text were added below the comment section: "Please upload any evaluation or assessment reports regarding your grant activities."			NCC, Interim, Final

Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
Priorities	Project Director	Changed	Instructional text changed to "Describe any activities that took place during the current reporting period which address the announced priorities of the program. Indicate if grant funds were used to support the activities. To view a list of the announced priorities, click here."			NCC, Interim, Final
Budget	Project Director	Changed	Budget categories were modified to accommodate carry over funds.			NCC, Interim, Final
Projects Conducted	Project Director	**None**				Interim, Final
Add a Project	Project Director	Changed	Type of Assessment	Assessment Instrument		Interim, Final
Adoption of Outcomes	Project Director	**None**				Interim, Final
Publications and Research Presentations	Project Director	Changed	Instructional text changed to "Indicate the total number of publications and presentations conducted, developed, and /or written during the current reporting period with (program name) funds." The previous categories were replaced with: Audio, video, and podcasts:; Authored books:; Assessment materials: Book chapters:; Conference papers/presentations:; Curricula and textbooks:; Edited books:; Journal articles:; Reports/monographs:; Teaching cases:; Toolkits and instructional materials:; Working papers:; Other: (with three data fields).			Interim, Final
Outreach Activity	Project Director	**None**				Interim, Final
Add an Outreach Activity	Project Director	Changed	World Area of Focus; Partnerships:	Partner: and comment field replaced by "Partnerships:" and	World Area of Focus dropdown added;	Interim, Final
Outreach Defaults	Project Director	**None**				Interim, Final
Sources of Funding	Project Director	Changed		Sub-categories for Research Projects and Materials Development were removed.		Interim, Final
View / Submit Report	Project Director	**None**				Interim, Final

NRC This program provides grants to institutions of higher education or consortia of institutions of higher education to establish, strengthen, and operate comprehensive and undergraduate language and area/international studies centers that will be national resources for: teaching of any modern foreign language; instruction in fields needed to provide full understanding of areas, regions, or countries in which the language is commonly used; research and training in international studies; language aspects of professional and other fields of study; and, instruction and research on issue in world affairs. .

Project directors use the following screens to report grant activity for a reporting period.

Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type

	Update Password	Project Director	**None**				As needed
	Project Information	Project Director	Changed	"Center Thematic Focus" was added below the Countries dropdown section.		"Center Thematic Focus" dropdown containing Arts and Culture; Business; Economic Development; Education; Environment; Journalism; Media Studies; Public Health; Religion; Comparative Politics; Regional Politics; Global Studies; Other.	Entered when grant is set up in system
	Additional Users	Project Director	Changed	New instructions: "To add an additional user with permission to edit reports for this project, click the add a user button. The system will email login information to each added user. The user will have access to all functionalities in IRIS except report submission which is restricted to the Project Director. If a user is no longer associated with the project, the Project Director must remove that user from IRIS. IEPS staff may not add or delete users from IRIS."	Text fields for first and last name, email address, and title.		As needed
	Add a User	Project Director	New	User name, Email, and Title		Dropdown added for Title.	As needed
	Travel Approval Request (TAR)	Project Director	**None**				As needed
	Add a TAR	Project Director	**None**				As needed
	Report Schedule	Project Director	Changed	Fiscal Year column added between Report Type and Due Date; Time Extension button			As needed
	Time Extension Notification	Project Director	New	A new form has been added permitting project directors to notify IEPS program staff when additional time is needed to complete the final report.			Final
	Abstract	Project Director	Removed				NCC (first only)
	Status/Impact	Project Director	Removed	Replaced by Objectives and Assessments.			NCC, Interim, Final
	Objectives and Assessments	Project Director	New	"Describe each of the objectives of the project and the progress made towards those objectives during the current reporting period."			NCC, Interim, Final
NRC	Adjustments to Project	Project Director	Changed	Instructional text changed to "For any planned activity that was scheduled to take place during the current reporting period but did not, explain the circumstances. Indicate whether you still plan to conduct the activity and when; or, specify the amount of funds to be reprogrammed, the activities to be conducted, and when."			NCC, Interim, Final

Exemplary Activities	Project Director	Changed	Instructional text changed to "Describe project activities that showcase the grantee's success in meeting its project objectives in a particularly effective way during the current reporting period and that you would recommend for replication or dissemination because of their content and impact."			NCC, Interim, Final
Evaluation	Project Director	New	"Describe project-related evaluation activities that have taken place during the current reporting period." Two upload fields with the following text were added below the comment section: "Please upload any evaluation or assessment reports regarding your grant activities."			NCC, Interim, Final
Priorities	Project Director	Changed	Instructional text changed to "Describe any activities that took place during the current reporting period which address the announced priorities of the program. Indicate if grant funds were used to support the activities. To view a list of the announced priorities, click here."			NCC, Interim, Final
Budget	Project Director	Changed	Budget categories were modified to accommodate carry over funds.			Interim, Final
Development of Instructional Resources	Project Director	**None**				Interim, Final
Add an Instructional Resource	Project Director	**None**				Interim, Final
Program Graduates - Bachelor's Degrees	Project Director	**None**				Interim, Final
Program Graduates - Master's Degrees	Project Director	**None**				Interim, Final
Program Graduates - Doctoral Degrees	Project Director	**None**				Interim, Final
Graduate Placements	Project Director	**None**				Interim, Final
Outreach Activity	Project Director	**None**				Interim, Final

NRC	Add an Outreach Activity	Project Director	Changed	Theme / topic with text field; Primary Activities with dropdown; Activity Outcomes with text field.		Primary Activities dropdown containing Conference; Cultural event; Curriculum development; Exhibit; Lecture; Lecture series / Brown bag; Panel discussion; Performance; Presentation; Seminar; Symposium; Teacher training - area studies; Teacher training - language; Media briefing; Business briefing.	Interim, Final
	Outreach Defaults	Project Director	**None**				Interim, Final
	Resource Leveraging	Project Director	Changed	Instructional text changed to "Indicate any additional funds provided by your institution or another entity to support NRC activities and objectives for the current reporting period. In the first column, enter the amount of NRC grant funds used. In the remaining columns, enter the funds that each entity provided to support the activity. If an activity or funding source is not applicable, enter the number 0 (zero). Columns expanded to include "Foundation" and "State or Local Government". The activity categories have been replaced by the following: "Conference, Lecture Series, or Seminar; Evaluation; Language Assessment; Commonly Taught Language Instruction; Less Commonly Taught Language Instruction(French, German, Spanish); Non-Language Instruction; Library and Information Resources; Outreach; Overseas Linkages; Staff Development; Total"	Sub-categories under "Commonly Taught Language Instruction:" Chinese; Italian; Japanese; Russian		Interim, Final
	Language Courses	Project Director	**None**				Interim, Final
	Add a Language Course	Project Director	**None**				Interim, Final
	International and Area Studies Courses	Project Director	**None**				Interim, Final
	Add an International and Area Studies Course	Project Director	**None**				Interim, Final

Program	Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
NRC	Publications and Research Presentations	Project Director	Changed	Instructional text changed to "Indicate the total number of publications and presentations conducted, developed, and /or written during the current reporting period with (program name) grant funds." The previous categories were replaced with: Audio, video, and podcasts:; Authored books:; Assessment materials: Book chapters:; Conference papers/presentations:; Curricula and textbooks:; Edited books:; Journal articles:; Reports/monographs:; Teaching cases:; Toolkits and instructional materials:; Working papers:; Other: (with three data fields). "Related federal grants section added with a table consisting of the following categories: Type of grant; Funding agency; Activity (from list above); Amount. The following instructional text was added to this section: "If this course has more related federal grant(s), enter the total number and click "Display Rows."			Interim, Final
	View / Submit Report	Project Director	None				Interim, Final

SA — The program provides short-term study and travel seminars abroad for U.S. educators in the social sciences and humanities for the purpose of improving their understanding and knowledge of the peoples and cultures of other countries. Support is generally made available through interagency agreements. The Department of Education transfers funds through the State Department to Fulbright commissions in various countries to pay the costs associated with administering seminars. This partnership allows the program to use the services and expertise of binational organizations to plan and conduct seminars for U.S. educators. There are approximately seven to ten seminars with fourteen to sixteen participants in each seminar annually. Seminars are four to six weeks in duration. All seminars are held in countries outside of Western Europe.

Participants use the following screens to report project activity for a reporting period.

Program	Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
SA Participant	Update Password	Participant	**None**				As needed
	Welcome	Participant	**None**				Interim
	Professional Experience	Participant	Changed	Two new questions: "How many years have you been in that position?" and "How many years have you been an educational professional?"			Interim
	Orientation Evaluation	Participant	**None**				Interim
	In-Country Experience Evaluation	Participant	**None**				Final

Program	Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
SA Participant	Add In-Country Experience Evaluation	Participant	**None**				Final
	Language Proficiency and Knowledge	Participant	**None**				Final
	Foreign Language Self-Evaluation (only for Japanese seminar)	Participant	Removed				Final
	Curriculum Project	Participant	Changed	Discussions			Final
	Outreach Activities	Participant	**None**				Final
	Add an Outreach Activities	Participant	**None**				Final
	View / Submit Report	Participant	**None**				Final

Administering agencies use the following screens to report grant activity for a reporting period.

Program	Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
SA Admin Agency	Update Password	Administering Agency	**None**				As needed
	Welcome	Administering Agency	**None**				Final
	Project Information	Administering Agency	**None**				Entered when grant is set up in system
	Additional Users	Administering Agency	**None**				As needed
	Add a User	Administering Agency	New				As needed
	Awarded Budget	Administering Agency	Changed	Title changed to "Administering Agency Awarded Budget".			Prior to seminar
	Expended Budget	Administering Agency	Changed	Title changed to "Administering Agency Expended Budget".			Final
	Pre-Departure Preparation and Orientation Evaluation	Administering Agency	**None**				Final
	Itinerary	Administering Agency	Changed	Upload fields added for Pre-Departure Orientation, International Travel, and Seminars Agenda			Final
	In-Country Experience Evaluation	Administering Agency	**None**				Final
	View / Submit Report	Administering Agency	**None**				Final
	View Participant Report	Administering Agency	**None**				Final

Program	Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
SA Admin Agency	View Domestic Institution Report	Administering Agency	**None**				Final
SA Domestic	Domestic institutions use the following screens to report grant activity for a reporting period.						
	Update Password	Domestic Institution	**None**				As needed
	Welcome	Domestic Institution	**None**				Final
	Domestic Institution Projected Budget	Domestic Institution	Changed	New/ revised categories: Domestic Air Travel; Local Travel (taxi, shuttle, bus, etc); Participant Per Diem; Escort(s).	Removed categories: International Air Travel; Inter-Country and Inter-City Travel; Visas; Interpreters; Pre-Departure Orientation; In-Country Orientation		Entered when grant is set up in system
	Domestic Institution Actual Budget	Domestic Institution	Changed	New/ revised categories: Domestic Air Travel; Local Travel (taxi, shuttle, bus, etc); Participant Per Diem; Escort(s).	Removed categories: International Air Travel; Inter-Country and Inter-City Travel; Visas; Interpreters; Pre-		Final
	Pre-Departure Preparation and Orientation Evaluation	Domestic Institution	**None**				Final
	View / Submit Report	Domestic Institution	**None**				Final
TICFIA	The Technological Innovation and Cooperation for Foreign Information Access (TICFIA) Program supports projects that will develop innovative techniques or programs using new electronic technologies to collect information from foreign sources. Grants will be made to access, collect, organize, preserve, and widely disseminate information on world regions and countries other than the United States that address our nation's teaching and research needs in international education and foreign languages.						
	Project directors use the following screens to report grant activity for a reporting period.						
	Update Password	Project Director	**None**				As needed
	Project Information	Project Director	Changed	Primary world area Additional world areas			Entered when grant is set up in system

TICFIA	Additional Users	Project Director	Changed	New instructions: "To add an additional user with permission to edit reports for this project, click the add a user button. The system will email login information to each added user. The user will have access to all functionalities in IRIS except report submission which is restricted to the Project Director. If a user is no longer associated with the project, the Project Director must remove that user from IRIS. IEPS staff may not add or delete users from IRIS."	Text fields for first and last name, email address, and title.		As needed
	Add a User	Project Director	New	User name, Email, and Title		Dropdown added for Title.	As needed
	Travel Approval Request (TAR)	Project Director	**None**				As needed
	Add a TAR	Project Director	**None**				As needed
	Report Schedule	Project Director	Changed	Fiscal Year column added between Report Type and Due Date; Time Extension button			NCC, Interim, Final
	Time Extension Notification	Project Director	New	A new form has been added permitting project directors to notify IEPS program staff when additional time is needed to complete the final report.			Final
	Abstract	Project Director	Removed				NCC (first only)
	Status/Impact	Project Director	Removed	Replaced by "Objectives and Accomplishments".			NCC, Interim, Final
	Objectives and Accomplishments	Project Director	New	"Describe each of the objectives of the project and the progress made towards those objectives during the current reporting period."			NCC, Interim, Final
	Adjustments to Project	Project Director	Changed	Instructional text changed to "For any planned activity that was scheduled to take place during the current reporting period but did not, explain the circumstances. Indicate whether you still plan to conduct the activity and when; or, specify the amount of funds to be reprogrammed, the activities to be conducted, and when."			NCC, Interim, Final

TICFIA	Exemplary Activities	Project Director	Changed	Instructional text changed to "Describe project activities that showcase the grantee's success in meeting its project objectives in a particularly effective way during the current reporting period and that you would recommend for replication or dissemination because of their content and impact."			NCC, Interim, Final
	Use of Technology	Project Director	**None**				NCC, Interim, Final
	Evaluation	Project Director	New	"Describe project-related evaluation activities that have taken place during the current reporting period." Two upload fields with the following text were added below the comment section: "Please upload any evaluation or assessment reports regarding your grant activities."			NCC, Interim, Final
	Priorities	Project Director	Changed	Instructional text changed to "Describe any activities that took place during the current reporting period which address the announced priorities of the program. Indicate if grant funds were used to support the activities. To view a list of the announced priorities, click here."			NCC, Interim, Final
	Budget	Project Director	Changed	Budget categories were modified to accommodate carry over funds.			NCC, Interim, Final
	Partners/Collaborators	Project Director	**None**				Interim, Final
	Foreign Resources Collected and/or Transferred to Electronic Form	Project Director	**None**				Interim, Final
	Dissemination of Resources to Target Audiences	Project Director	**None**				Interim, Final
	View / Submit Report	Project Director	**None**				Interim, Final

UISFL

This program provides funds to institutions of higher education, a combination of such institutions, or partnerships between nonprofit educational organizations and institutions of higher education to plan, develop, and carry out programs to strengthen and improve undergraduate instruction in international studies and foreign languages.

Project directors use the following screens to report grant activity for a reporting period.

Screen	User Type	Changes	New Instructions / Fields	Removed Fields	Dropdown Changes	Report Type
Update Password	Project Director	**None**				As needed
Project Information	Project Director	**None**				Entered when grant is set up in system
Additional Users	Project Director	Changed	New instructions: "To add an additional user with permission to edit reports for this project, click the add a user button. The system will email login information to each added user. The user will have access to all functionalities in IRIS except report submission which is restricted to the Project Director. If a user is no longer associated with the project, the Project Director must remove that user from IRIS. IEPS staff may not add or delete users from IRIS."	Text fields for first and last name, email address, and title.		As needed
Add a User	Project Director	New	User name, Email, and Title		Dropdown added for Title.	As needed
Travel Approval Request (TAR)	Project Director	**None**				As needed
Add a TAR		**None**				As needed
Report Schedule	Project Director	Changed	Fiscal Year column added between Report Type and Due Date; Time Extension button			NCC, Interim, Final
Time Extension Notification	Project Director	New	A new form has been added permitting project directors to notify IEPS program staff when additional time is needed to complete the final report.			Final
Abstract	Project Director	Removed				NCC (first only)
Objectives and Accomplishments	Project Director	New	"Describe each of the objectives of the project and the progress made towards those objectives during the current reporting period."			NCC, Interim, Final
Objectives	Project Director	Combined	Replaced by "Objectives and Accomplishments"			NCC, Interim, Final
Accomplishments	Project Director	Combined	Replaced by "Objectives and Accomplishments"			NCC, Interim, Final

UISFL	Adjustments to Project	Project Director	Changed	Instructional text changed to "For any planned activity that was scheduled to take place during the current reporting period but did not, explain the circumstances. Indicate whether you still plan to conduct the activity and when; or, specify the amount of funds to be reprogrammed, the activities to be conducted, and when."			NCC, Interim, Final
	Exemplary Activities	Project Director	Changed	Instructional text changed to "Describe project activities that showcase the grantee's success in meeting its project objectives in a particularly effective way during the current reporting period and that you would recommend for replication or dissemination because of their content and impact."			NCC, Interim, Final
	Director's Assessment	Project Director	Removed	Replaced by "Objectives and Accomplishments"			NCC, Interim, Final
	Next Project Year	Project Director	Removed	Replaced by "Evaluation"			NCC, Interim
	Evaluation	Project Director	New	"Describe project-related evaluation activities that have taken place during the current reporting period." Two upload fields with the following text were added below the comment section: "Please upload any evaluation or assessment reports regarding your grant activities."			NCC, Interim, Final
	Priorities	Project Director	Changed	Instructional text changed to "Describe any activities that took place during the current reporting period which address the announced priorities of the program. Indicate if grant funds were used to support the activities. To view a list of the announced priorities, click here."			NCC, Interim, Final
	Budget	Project Director	Changed	Budget categories were modified to accommodate carry over funds.			NCC, Interim, Final
	Faculty Enhancement	Project Director	**None**				Interim, Final
	Enhancement of Faculty Expertise	Project Director	**None**				Interim, Final
	Language Programs Created or Enhanced	Project Director	**None**				Interim, Final
	Add a Language Program	Project Director	Changed	Web site:; data fields for UISFL funds amount, and Matching funds amount.			Interim, Final
	Language Courses Created or Enhanced	Project Director	**None**				Interim, Final
	Add a Language Course	Project Director	Changed	Data fields for UISFL funds amount, and Matching funds amount.			Interim, Final

UISFL	Language Faculty/Instructor Positions	Project Director	**None**				Interim, Final
	Add a Language Faculty / Instructor Position	Project Director	Changed	Data fields for UISFL funds amount, and Matching funds amount.			Interim, Final
	International and Area Studies (IAS) Programs Created or Enhanced	Project Director	**None**				Interim, Final
	Add an IAS Program	Project Director	Changed	Data fields for UISFL funds amount, and Matching funds amount.			Interim, Final
	International and Area Studies Courses Created or Enhanced	Project Director	**None**				Interim, Final
	Add an IAS Course	Project Director	Changed	Data fields for UISFL funds amount, and Matching funds amount.			Interim, Final
	International and Area Studies Faculty/Instructor Positions	Project Director	**None**				Interim, Final
	Add an IAS Faculty / Instructor Position	Project Director	Changed	Data fields for UISFL funds amount, and Matching funds amount.			Interim, Final
	Outreach Activity	Project Director	**None**				Interim, Final
	Add an Outreach Activity	Project Director	Changed	Data fields for UISFL funds amount, and Matching funds amount;			Interim, Final
	Outreach Defaults	Project Director	**None**				Interim, Final
	Study Abroad and Internship Programs Created or Enhanced	Project Director	**None**				Interim, Final
	Add a Study Abroad or Internship Program	Project Director	Changed	Field for Funds to support students in program.			Interim, Final
	View / Submit Report	Project Director	**None**				Interim, Final