

# National Institute on Disability and Rehabilitation Research

## ANNUAL PERFORMANCE REPORT

### ALL PROGRAMS EXCEPT RFP

**Public Burden Statement:**

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is 0985-0050, with an expiration date of 12/31/2016. The web-based system is designed so that, whenever possible, information entered by grantees will be carried forward from one year to the next, with only verification and any necessary updating of that information required. The time required to complete this form is estimated to average 52 hours per response in a grantee's first year of award, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. In subsequent years, grantees will be asked to update that information, which we anticipate will require approximately 22 hours for NIDILRR's major programs (i.e. RRTC, RERC, MS, DRRP) and 10 hours for the other program mechanisms. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: U.S. Department of Health and Human Services, Washington, D.C. 20201-0004. If you have comments or concerns regarding the status of your individual submission of this form, write directly to: Office of the Chief Financial Officer, U.S. Department of Health and Human Services, 200 Independence Avenue, S.W., Washington, D.C. 20201-0004.


**THE TABLE OF CONTENTS ON THE NEXT PAGE INCLUDES FORM SECTIONS USED BY GRANTEEES IN ALL 10 OF NIDRR'S RESEARCH PROGRAMS. SOME SECTIONS MAY NOT APPLY TO YOUR GRANT. THE SECOND COLUMN ("APPLIES TO") INDICATES WHICH SECTIONS APPLY TO YOUR GRANT.**

**HYPERLINKS IN THE "SECTION" COLUMN WILL TAKE YOU TO THAT SPECIFIC SECTION. EACH SECTION CONTAINS A "RETURN TO TABLE OF CONTENTS" LINK.**

## Welcome

You have access to the following reports. Submitted APRs from previous years are available to view and print in read-only format. Click the link in the "Action" column to access a specific reporting form.

For general information about the APR system, click on "APR Instructions and Tips" in the "Reporting Form Help" box.

For some questions, additional on-line help (detailed instructions, definitions, or explanations of why NIDRR needs specific information) is available. These questions are identified by a  icon. Click on this icon for help.


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The table below contains a listing of all form sections in your APR. Click the link in the "Action" column to access each section. The "Last Updated" column displays the most recent date that information was saved.

Click here to return to the [last section](#) in which you saved information. Please review this section carefully to be sure you have completed all questions and (if applicable) reviewed all previously entered records.

## Form Progress

 33% complete

Section	Applies To Grantees in These Programs	Action	Last Updated	Completed
<b>Contact and Identifying Information</b>				
<a href="#">General Information</a>	All			
<a href="#">Award Abstract</a>	All			
<b>Budget Information</b>				
<a href="#">Budget Summary</a>	All			
<a href="#">Funding</a>	All			
<a href="#">Summary Table—Funding Overview</a>	All			
<a href="#">Indirect Costs</a>	All			
<b>Human Resources</b>				
<a href="#">Paid Staff</a>	All			

Section	Applies To Grantees in These Programs	Action	Last Updated	Completed
<a href="#">Summary Table—Paid Staff Diversity</a>	All			
<a href="#">Formal Financial Subcontracts</a>	All			
<a href="#">Partnerships and Collaborations</a>	All			
<a href="#">Consumer Involvement</a>	All except FIP			
<b>Planning for Outcomes and Significant Outputs</b>				
<a href="#">Outcome-Oriented Goals</a>	All			
<b>Projects and Activities</b>				
<a href="#">Research Projects</a>	All except ARRT (impairment group question does not apply to ADAs)			
<a href="#">Summary Table—Research Projects</a>	All			
<a href="#">Development Projects</a>	All except ARRT (impairment group question does not apply to ADAs)			
<a href="#">Summary Table—Development Projects</a>	All			
<a href="#">Dissemination and Knowledge Translation Projects</a>	All except ARRT			
<a href="#">Capacity-Building Activities—Fellows</a>	All except KT and ADA			
<a href="#">Capacity-Building Activities—Graduate Students</a>	All except KT, ADA, and ARRT			
<a href="#">Summary Table—Capacity-Building Activities</a>	All except KT and ADA			
<a href="#">Capacity-Building Activities—Performance of Fellows and Graduate Students</a>	All except KT, ADA, and ARRT			
<a href="#">Capacity-Building Activities—Additional Information</a>	All except KT and ADA			
<a href="#">Training Projects</a>	All except ADA and ARRT			
<a href="#">Summary Table—Training Projects</a>	All except ADA and ARRT			
<a href="#">Technical Assistance Activities</a>	All except ARRT and ADA			
<a href="#">Additional Notes</a>	All except ARRT, KT, and ADA			

Section	Applies To Grantees in These Programs	Action	Last Updated	Completed
<b>Award-Specific Sections</b>				
<a href="#">Model Systems Clinical Care</a>	MS only			
<a href="#">Knowledge Translation Awards— Projects and Activities</a>	KT only			
<a href="#">ADA Training Projects, Technical Assistance, and Dissemination</a>	ADA only			
<b>Performance: Outputs</b>				
<a href="#">Type 1 Outputs: Publications</a>	All			
<a href="#">Type 1 Outputs: Most Important Publications</a>	All			
<a href="#">Type 2 Outputs: Tools, Measures, and Intervention Protocols</a>	All			
<a href="#">Summary Table—Type 2 Outputs</a>	All			
<a href="#">Type 3 Outputs: Technology Products and Devices</a>	All			
<a href="#">Summary Table—Type 3 Outputs</a>	All			
<a href="#">Type 4 Outputs: Informational Products</a>	All			
<a href="#">Summary Table—Type 4 Outputs</a>	All			
<b>Performance: Outcomes (Accomplishments)</b> <i>You must complete the “Performance: Outputs” section before beginning this section.</i>				
<a href="#">External Use and Adoption of NIDRR-Funded Outputs</a>	All			
<a href="#">Other Accomplishments and Contributions</a>	All			
<a href="#">Overall Status of Outcome-Oriented Goals</a>	All			

## Contact and Identifying Information

### General Information (Applies to all)

Purpose: Grantee identification

Frequency of data entry: Once with annual updates as necessary

Please complete the information on this screen so that we may verify your record in the future.

<p>1. PR Award # (preloaded) Help: PR Award # has been preloaded. You cannot edit this information.</p>	
<p>2. Reporting Period (preloaded) Help: Reporting period has been preloaded. You cannot edit this information. The reporting period for the first APR you submit will begin on the start date of your grant and end on May 31<sup>st</sup> of the reporting year. If you submit another APR the following year the reporting period will begin on June 1<sup>st</sup> of the prior year and end on May 31<sup>st</sup> of the current reporting year. When your grant ends, you will submit a final grant report that will have a reporting period from June 1<sup>st</sup> of the year of the last APR you submitted through the end date of the grant.</p>	
<p>3. DUNS # Help: The Data Universal Numbering System (DUNS) Number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of over 100 million businesses worldwide. The URL for DUNS Numbers is <a href="http://www.dnb.com">http://www.dnb.com</a>. You can search for your number there or obtain it from your business office.</p>	
<p>4. Employee Identification Number (EIN) Help: Employer Identification Number (EIN) is also known as a federal tax identification number, and is used to identify a business entity.</p>	
<p>5. NCES ID # Help: Only grantees located at an Institution of Higher Education (IHE), a State or Local Education Agency, or a public, charter, or private elementary or secondary school, will have National Center for Education Statistics (NCES) numbers. If you are not sure of your NCES number, you can look it up on the following Web sites or obtain it from your business office: IHEs: <a href="http://nces.ed.gov/ipeds/cool/Search.asp">http://nces.ed.gov/ipeds/cool/Search.asp</a> SEAs: <a href="http://nces.ed.gov/ccd/ccMembersNon.asp">http://nces.ed.gov/ccd/ccMembersNon.asp</a> LEAs; Public Schools; or Charter Schools: <a href="http://nces.ed.gov/ccd/search.asp">http://nces.ed.gov/ccd/search.asp</a> Private Schools:</p>	

<a href="http://nces.ed.gov/surveys/pss/privateschoolsearch">http://nces.ed.gov/surveys/pss/privateschoolsearch</a>	
6. CFDA # (preloaded) Help: CFDA number has been preloaded. .You cannot edit this information. CFDA numbers are used by the General Services Administration in compiling their guide to federal programs (see the searchable version at <a href="http://www.cfda.gov">www.cfda.gov</a> ). They are also used in the financial grants management system of the Department of Education (GAPS).	
7. Grant Title	
8. Program Mechanism (preloaded)	
9. Host Institution/Grantee Name	
10. Grantee Street Address (limit: 500 characters)	
11. City	
12. State	
13. Zip	
14. Phone	
15. Fax	
16. URL Help: This question is required only if you have a Web site.	
17. E-mail	
18. TTY Help: This question is required only if you have a TTY number.	
19. Toll-Free Number Help: This question is required only if you have a toll-free number.	

**Please fill out the following information about the Principal Investigator.**

- 20. Last name
- 21. First name
- 22. Title
- 23. Phone
- 24. E-mail

**Please fill out the following information about an Administrative Contact. (This should be different from above.)**

- 25. Last name
- 26. First name
- 27. Title
- 28. Phone
- 29. E-mail

**Please fill out the following information about the Authorizing Representative/Certifying Official** (the person who signed the Application for Federal Assistance ED 424 form with original grant application).

- 30. Last name
- 31. First name
- 32. Title
- 33. Phone
- 34. E-mail
- 35. Street Address (if different from original ED 424) (Limit: 500 characters)
- 36. City
- 37. State
- 38. Zip

**For ARRT grantees only**

- 39. According to your application, what is the total number of fellows that you plan to train under this ARRT grant?  
\_\_\_\_\_ fellows
- 40. According to your application, what is the duration of the training that you intend to provide to each fellow in your ARRT program?  
\_\_\_\_\_ months

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## **Award Abstract (Applies to all)**

The abstract you provided in last year's APR (or, if you are a new grantee, the abstract from your original application) has been preloaded below. Please review the existing abstract and answer the following questions.

1. Abstract  
**[Box]** (Limit: 5,000 characters)
2. Have substantial changes been made to the scope of work or nature of the activities being conducted under this award during the current reporting period?  
 (a) yes  
 (b) no
3. If "yes," have these changes been discussed with and approved by your project officer?  
 (a) yes  
 (b) no
4. If "yes," please upload your revised abstract and use it to replace the one in the above box. (NOTE: The revised abstract will be your new abstract going forward.)
5. Have you submitted the revised abstract to the National Rehabilitation Information Center at <http://www.NARIC.com>?  
 (a) yes  
 (b) no

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## Budget Information

Purpose: Department of Education regulation

Frequency of data entry: Once with annual edits as necessary

## Budget Summary (Applies to all)

In the budget summary table below, enter the information that you provided in your original grant application. When you hit 'save and continue' or 'save and exit,' the row and column totals will update automatically.

Help: Enter the information that you provided in your original grant application, Budget Information Form ED 524.

U.S. DEPARTMENT OF EDUCATION FUNDS						
Budget Categories	Project Year 1 (a)	Project Year 2 (b)	Project Year 3 (c)	Project Year 4 (d)	Project Year 5 (e)	Total (f)
1. Personnel						
2. Fringe Benefits						
3. Travel						
4. Equipment						
5. Supplies						
6. Contractual						
7. Construction						
8. Other						
9. Total Direct Costs (lines 1–8)						
10. Indirect Costs						
11. Training Stipends						
12. Total Costs (lines 9–11)						

(System will automatically generate totals in shaded areas.)

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## Funding (Applies to all)

Please complete the following Budget Information Section for the **current budget period** with respect to funds that directly support this NIDRR award or funds you receive as a result of this NIDRR award, including any carryover funds from the previous budget period. Enter all amounts rounded to the nearest dollar.

Note: **Budget period** is not synonymous with **reporting period**. A budget period is a specific interval of time for which federal funds are being provided from a particular fiscal year to fund a recipient's approved activities and budget. Budget period is defined as 365 days from the start date of your grant. For multiyear awards, consecutive budget periods proceed immediately from the end of the previous budget period and are 365 days in duration. The inclusive dates of the first budget period can be found in Block 6 of the Grant Award Notification (GAN).

**Reporting period** is variable. The first reporting period begins on the start date of your award until May 31 of the following year. Subsequent reporting periods begin June 1 (immediately following May 31) and end May 31. (This will also be found in Block 6 of the GAN.)

### 1. NIDRR funds expended

NIDRR Funds Expended	
a. Actual amount of NIDRR grant expenditures during the <i>previous</i> budget period. (This would be 0 if this is your first year.)	
b. Estimated total amount of NIDRR grant expenditures during the <i>current</i> budget period	
c. Grantee cost-share amount for <i>current</i> budget period	

Help:

1. Funds expended (or budget expenditures) are obligations (costs billed) incurred in the budget period.

a. This is the actual amount of money drawn down and spent during the previous budget period.

b. This is the estimated amount of money drawn down and spent during the current budget period.

c. This question should be answered by all grantees. If you do not have cost sharing in your budget, please enter 0. DRRP and FIP grants include a requirement for a cost share or match of 1 percent of the total budget amount by grantees. All other programs except Fellows include instructions for voluntary cost share. Cost-sharing is negotiated with the grantee at the time of award. If you proposed cost sharing, you should report the amount here. Your cost-share requirements are documented in your award letter.

2. NIDRR funds received

NIDRR Funds Received	
a. The total amount (exclusive of supplements) of funds that you received from NIDRR for this budget period for this award	
b. The total amount of funds carried over from the <i>previous</i> budget period	
c. The total amount of supplemental NIDRR funds added to the award in the <i>current</i> budget period	
d. The anticipated amount of funds carried over to <i>next</i> budget period.	

Help:

- a. Funds received are the total amount of money that NIDRR awarded; i.e., made available to the grantee in the current budget period. See block 7 of the Grant Award Notice (Authorized Funding), second line, which says 'Budget Period.' This is the amount that goes here.
- b. Funds carried over are the monies awarded to you by NIDRR in the previous budget period that you did not expend in that budget period. Please note that If you have carryover from the previous budget period, you will need to explain the reasons for carryover in Question 3.
- c. Supplemental NIDRR funds are funds that NIDRR awarded directly to you in addition to the original level of funding.
- d. Funds carried over are the monies awarded to you by NIDRR that you have not yet expended. Please note If you anticipate carryover to the next budget period, you will need to explain the reasons for carryover in Question 4.

3. Rationale for carryover from previous budget period (**NOTE: This field is required when 2.b > 0.**)

If you entered any amount of carryover funds from the previous budget period to the current budget period, briefly summarize the reason for this carryover. (Limit: 20,000 characters)

[Box]

4. Rationale for carryover to next budget period (**NOTE: This field is required when 2.d > 0.**)

If you entered any amount of anticipated funds to be carried over from the current budget period to the next budget period, briefly summarize the reason for the anticipated carryover. (Limit: 20,000 characters)

[Box]

5. Additional funds

Additional Funds	
a. The total amount of additional (i.e., non-NIDRR) funds that you received in direct support of this award during this budget period. (NOTE: All grantees except SBIRs will report in-kind funding later in this section.)	

Help: Additional (i.e., non-NIDRR) funds include funds that you received in direct support of this award during this budget period, with the exception of support from the host institution. This category includes funds received from conferences, if applicable.

6. Financial and in-kind support received from host institution in current budget period

<b>Support from Host Institution</b>	
a. Total amount of financial contributions (exclusive of in-kind) received from host institution in support of this award in the <i>current</i> budget period	
b. Estimated value of in-kind contributions from host institution support in <i>current</i> budget period, excluding indirect costs	

Help: In-kind contributions may be in the form of real property, equipment, supplies and other expendable property, and the value of goods and services directly benefiting and specifically identifiable to the project or program. (This definition is derived from language in EDGAR 74.2.)

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## Summary Table—Funding Overview (Applies to all)

Funding overview (exclusive of in-kind funding) for award in the current budget period. This table will display the total funds expended, received, and available from all sources based on the information you entered on the Funding page.

<b>Funding Category</b>	<b>Amount</b>
a. Total funds expended	<i>System-generated:</i> $1.b + 1.c$
b. Total NIDRR funds received including carryover	<i>System-generated:</i> $2.a + 2.b + 2.c$
c. Total funds available or received from all sources	<i>System-generated:</i> $(2.a + 2.b + 2.c) + 5.a + 6.a^1$

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<sup>1</sup> For SBIRs, this row will be based on entries in 2.a–c and 5.a, since SBIRs do not complete item 7.

## Indirect Costs (Applies to all)

NOTE: This section must be completed by your Business Office. If you claim indirect costs, you must complete the follow-up questions on the pages labeled 'Indirect Costs (b)' and 'Indirect Costs (c).' These questions are accessed by clicking on the 'save and continue' button below.

A1. Are you claiming any indirect costs in association with this award?

a. yes

b. no

NOTE: System will display next item only if A1 = "yes."

Help: Indirect costs are costs an organization incurred for common or joint objectives that cannot be readily identified with a specific grant project or other institutional activity (such as electricity or janitorial services).

B1. Are there any changes to the Indirect Cost Rate associated with this award from your original application?

a. yes

b. no

NOTE: System will display next item only if B1 = "yes."

NOTE: If you are claiming a new Indirect Cost Rate a revised budget information form (ED524) must be submitted to NIDRR.

C. Please enter the following for the new Indirect Cost Rate:

1. Period covered by the Indirect Cost Rate Agreement

From (enter as "mm/dd/yyyy")

To (enter as "mm/dd/yyyy")

2. Approving Federal agency

a. ED

b. Other

Specify (if other): \_\_\_\_\_

3. Are you using a restricted indirect cost rate?

(a) yes

(b) no

4. For restricted rate programs, please check all that apply:

a. Rate is included in your approved Indirect Cost Rate Agreement

b. Rate complies with 34CFR 76.564(c) (2)

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## Human Resources

### Paid Staff (Applies to all)

Purpose: NIDRR—Capacity building metrics

Frequency of data entry: Once with annual edits as necessary

Please complete this section for all paid staff who work on this award and for all formal financial subcontracts. All grantees should enter at least one record for paid staff. For each entry, questions 1-4 must be completed. The “Date Completed” column will display the date of the last save for each record.

Information on doctoral students and any individuals who are contributing to this award as part of training activities is covered in the “Capacity Building” section (if applicable to your program mechanism) and does not need to be entered here.

If you submitted an annual report last year, a record for each paid staff member you listed has been imported into your current APR. For these records, the text ‘needs review’ will appear in the ‘date completed’ column. Please review these records by clicking on the ‘edit’ link. After you ‘save,’ the system will update the date completed.

Please also add any paid staff not currently listed in the table and delete any records that are no longer needed.

NOTE: If this is your first year, you will need to enter information for all paid staff who work on this award.

Last Name	First Name	Position on NIDRR Award	FTE on NIDRR Award	Add/Edit Record	Delete Record	Date Completed
				<a href="#">Edit</a>	<a href="#">Delete</a>	
				<a href="#">Add new</a>		

For each paid staff member, please complete the following.

1. Last name

Note: Be sure not to enter duplicate records for staff members already listed. Typographical errors or misspellings will result in duplicate records for the same staff member. NIDRR uses the name fields to generate counts of staff members. Duplicate records will result in inaccurate counts.

2. First name

Note: Be sure not to enter duplicate records for staff members already listed. Typographical errors or misspellings will result in duplicate records for the same staff member. NIDRR uses the name fields to generate counts of staff members. Duplicate records will result in inaccurate counts.

3. Position on this NIDRR award (please indicate the most appropriate category. (Select only one. Select 'other' only if no other category applies.)

- a. investigator
- b. training professional
- c. dissemination/knowledge translation professional
- d. other professional staff
- e. technician, programmer, or other support staff
- f. student (not working to satisfy degree requirements through employment on NIDRR-funded grant)
- g. other  
Specify (if other): \_\_\_\_\_

4. Time spent working on this NIDRR award in reporting period. Enter a whole number, a decimal, and then 2 numbers following the decimal; e.g., the FTE for a staff member working 10 hours per week is 0.25.

**[Box]**

Help: When entering the full-time equivalent (FTE) for each staff member, please report actual, not budgeted, FTE totals. An FTE of 1.00 indicates that the person spends full time (equivalent of 40 hours per week) on the award.

5. Demographic/Diversity Information

NOTE: Submitting this demographic information is voluntary. There are no adverse consequences if you chose not to submit it. NIDRR uses this information in aggregate reports to gauge whether our programs and other opportunities in disability and rehabilitation research are fairly reaching and benefiting everyone regardless of demographic diversity and to ensure that those in underrepresented groups have the same knowledge of, and access to, programs, meetings, vacancies, and other research and educational opportunities as everyone else. NIDRR reports this information in aggregate only, thus preserving the privacy of individuals.

(a) Is this person of Hispanic or Latino ethnicity?

- (1) yes
- (2) no

(b) Please indicate the racial designation for this person (select one or more)

- (1) American Indian or Alaska Native
- (2) Asian
- (3) Black or African American
- (4) Native Hawaiian or Other Pacific Islander
- (5) White

(c) Does this person have a declared disability?

(1) yes

(2) no

(NOTE: System will allow grantee to add this information or review existing records.)

Help:

- (a) Categories for ethnicity are established by OMB. You are asked to indicate if the staff member is of Hispanic or Latino ethnicity. Hispanic or Latino is defined as 'A person of Cuban, Mexican, Puerto Rican, Cuban, South or Central American, or other Spanish culture or origin, regardless of race.' (Office of Management and Budget, Revisions to the standards for classification of federal data on race and ethnicity. Federal Register, October 30, 1997. Available at <http://www.whitehouse.gov/omb/fedreg/1997standards.html>.)
- (b) Categories for race are established by OMB.
- **American Indian or Alaska Native.** A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
  - **Asian.** A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
  - **Black or African American.** A person having origins in any of the black racial groups of Africa.
  - **Native Hawaiian or Other Pacific Islander.** A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
  - **White.** A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.  
(Office of Management and Budget, Revisions to the standards for classification of federal data on race and ethnicity. Federal Register, October 30, 1997. Available at <http://www.whitehouse.gov/omb/fedreg/1997standards.html>.)
- (c) **Disability** means a physical or mental impairment that substantially limits one or more major life activities. **An individual with a disability** is a person who has a physical or mental impairment that substantially limits one or more of the individuals' major life activities; has a record of this impairment and is regarded as having this impairment.

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## Summary Table—Paid Staff Diversity (Applies to all)

This table will display the total number of paid staff members represented in each of the three diversity categories based on the information you provided for each staff member on the Paid Staff page. It will also display the number of staff members for whom you did not report the information for each category.

'Staff from underrepresented populations' includes individuals for whom you selected any of the following designations: American Indian or Alaska Native, Asian, Black or African American, Native Hawaiian or Other Pacific Islander.

Diversity Category	Number of Staff
Number of current paid staff	<i>System-generated: based on number of records entered</i>
<b>Number by Ethnicity</b>	
Hispanic or Latino	<i>System-generated: based on number of records with 5.a = "yes"</i>
Not Hispanic or Latino	<i>System-generated: based on number of records with 5.a = "no"</i>
Not Reported	<i>System-generated: based on number of records with no response to 5.a</i>
<b>Number by Race*</b>	
Underrepresented populations**	<i>System-generated: based on number of records with 5.b = other than "White"</i>
White	<i>System-generated: based on number of records with 5.b = "White"</i>
Not Reported	<i>System-generated: based on number of records with no response to 5.b</i>
<b>Number by Disability Status</b>	
Declared disability	<i>System-generated: based on number of records with 5.c = "yes"</i>
No disability	<i>System-generated based on number of records with 5.c = "no"</i>
Not Reported	<i>System-generated: based on number of records with no response to 5.c</i>

\* Counts are duplicated because an individual can be of more than one race.

\*\* Includes all categories except White.

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## Formal Financial Subcontracts (Applies to all)

- Does the award have any financial collaborations or partnerships with other organizations or universities that involve subcontracts? (NOTE: If you answer "yes" to this question, you will need to enter at least one record on the next screen.)

(a) yes

(b) no

(NOTE: System will display next section only if 1 = "yes.")

If you report a subcontract, you must complete questions 1-2 on the page labeled 'Formal Financial Subcontracts (b)'. You can access these questions by adding or editing a record.

If you submitted an annual report last year, a record for each subcontractor you listed has been imported into your current APR. For these records, the text 'needs review' will appear in the 'date completed' column. Please review these records by clicking on the 'edit' link. After you 'save,' the system will update the date completed.

Please also add any subcontractors not currently listed in the table and delete any records that are no longer needed. The "date completed" column will display the date of the last save for each record.

NOTE: If this is your first year, you will need to complete this table and, in subsequent years, supply any annual updates.

Name of Subcontractor	Task or Role on This Award	Add/Edit Record	Delete Record	Date Completed
		<a href="#">Edit</a>	<a href="#">Delete</a>	
		<a href="#">Add new</a>		

For each of the formal financial subcontracts in direct support of the activities of this award, please complete the following.

NOTE: Progress on activities of the subcontract will be reported in the corresponding section(s) under "Projects and Activities."

- Name of subcontractor (Limit: 500 characters)

**[Box]**

- Task or role on this award (Limit: 1,000 characters)

**[Box]**

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## Partnerships and Collaborations (Applies to all)

- Does the award have any partnerships (organizations outside your own, including other academic institutions, nonprofit organizations, industrial or commercial partners, state or local governments and/or other collaborators [nonpaid staff internal or external to your organization]) who have involvement in the work on this award? (NOTE: If you answer "yes" to this question, you will need to enter at least one record on the next screen.)

a. yes

b. no

(NOTE: System will display next section only if 1 = "yes.")

If you report a partnership or collaboration, you must complete Questions 1-2 on the page labeled 'Partnerships and Collaborations (b)'. You can access these questions by adding or editing a record.

If you submitted an annual report last year, a record for each partnership or collaboration you listed has been imported into your current APR. For these records, the text "needs review" will appear in the 'date completed' column. Please review these records by clicking on the 'edit' link. After you "save," the system will update the date completed.

Please also add any partnerships or collaborations not currently listed in the table and delete any records that are no longer needed. The 'date completed' column will display the date of the last save for each record.

NOTE: If this is your first year, you will need to complete this table and, in subsequent years, supply any annual updates.

Name of Individual or Organization	Role in This Award	Add/Edit Record	Delete Record	Date Completed
		<a href="#">Edit</a>	<a href="#">Delete</a>	
		<a href="#">Add new</a>		

For each partnership, please complete the following:

- Name of individual or organization (Limit: 500 characters)

**[Box]**

- Please describe their role in the activities of this award (Limit: 1,000 characters)

**[Box]**

Help: Partnerships show the degree of collaboration that grantees engage in, in order to accomplish their work.

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## **Consumer Involvement (Applies to all except FIP)**

Purpose: NIDRR internal monitoring of research relevance

Frequency of data entry: Once with annual updates

Please answer the following question related to consumer involvement.

Describe the ways in which you have involved persons with disabilities, family members and/or caregivers in decision-making concerning the planning, management, implementation, and evaluation of award activities and accomplishments.

(Limit: 5,000 characters)

Help: Involvement of people with disabilities helps ensure that grant products and outcomes are relevant to the lives of people with disabilities. If people with disabilities were not involved, please enter 'N/A.'

**[Box]**

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## Planning for Outcomes and Significant Outputs

Purpose: Evaluation and accountability

Frequency of data entry: Once with one update

### Outcome-Oriented Goals (Applies to all)

All grantees are required to identify a limited number (1–2/2–4) of reasonably ambitious outcome-oriented goals that they intend to achieve by the end of the funding cycle. These goals or expected outcomes should be derived from your existing application. Each question in this section asks for a specific piece of information about the key goals or expected outcomes you listed in your application. Your Project Officer assumes the answers to these questions are based on goals in our application and will use your answers to track your progress toward achieving these goals over the course of the entire funding cycle. Include the (1-2/2-4), “most important” goals from your proposal that specify what you intend to accomplish and should be written in terms of any of the following: advances in knowledge, increased capacity for research, training or knowledge translation, and/or changes/improvements in policy, practice, or systems capacity.

In this section, please provide a brief 2–3 sentence description of the (1-2/2–4) “most important” outcome-oriented goals you plan to achieve by the end of the funding cycle. For each goal, you must complete questions 1-5. You can access these questions by adding or editing a record.

**Grantees will be allowed to update and/or revise their goals up to, and through, the second year of their funding cycle, after which time the fields in this section will be locked.**

If you submitted an annual report last year, a record for each goal you listed has been imported into your current APR. If this is the second year of your funding cycle, the text ‘needs review’ will appear in the ‘date completed’ column. Please review these records by clicking on the ‘edit’ link. After you ‘save,’ the system will update the date completed. Please also add any goals not currently listed in the table and delete any records that are no longer needed. The ‘date completed’ column will display the date of the last save for each record.

After the second year of your funding cycle, the ‘date completed’ column will read ‘N/A’ because you can no longer update and/or revise your goals.

Goal Number	Short Title	Add/Edit Record	Delete Record	Date Completed
		<a href="#">Edit</a>	<a href="#">Delete</a>	
		<a href="#">Add new</a>		



1. Provide a short title for this outcome-oriented goal. This title will appear later in other questions that refer to this goal. (Limit: 75 characters)
2. Provide a brief 2–3 sentence description of this outcome-oriented goal. (Limit: 1,000 characters). It will be helpful to your Project Officer if you include the page number of your application that references your goal.

**[Box]**

3. Select the type of change or improvement you anticipate achievement of this goal will result in.

(Select only one)

- a. Advances in knowledge—changes or improvements in awareness, knowledge, understanding, skills and/or attitudes
- b. Increased capacity to conduct and/or use high-quality research, or progression of trainees in academic stature
- c. Changes or improvements in policy, practice, behavior, or system capacity (e.g., access, practice guidelines, State or Federal regulations)

4. Select the 1–2 primary target population(s) that you anticipate will benefit most directly from the anticipated accomplishment, or that you must reach in order to achieve the goal. (Select 'other' only if no other category applies)

- a. Researchers
- b. Practitioners/clinicians
- c. Service providers
- d. Educators
- e. Policy experts
- f. Federal and non-federal partners
- g. Industry representatives and/or product developers
- h. Employers
- i. Media
- j. Consumer advocates
- k. Individuals with disabilities and/or family members
- l. Other

Specify (if other) **[Box]**

Help: NIDRR aggregates information on target populations across all grantees. We limit the response to two populations because we want to develop frequency distributions on the primary populations our grantees serve.

5. Briefly describe your goal in terms of the problem you are trying to solve, the gap you expect to fill, and how the target population will benefit from accomplishment of this goal.
  - a. Problem to be solved (Limit: 1,000 characters)

**[Box]**

- b. Gap expected to be filled (Limit: 1,000 characters)

**[Box]**

- c. How the target population will benefit from accomplishment of this goal (Limit: 1,000 characters)

**[Box]**

Help:

b. "Gap" refers to the difference between what is known now in your priority area and what information will be gained or developed upon completion of grant work.

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## Projects and Activities

### Research Projects (Applies to all except ARRT)

For each of your research projects, answer the following questions. Where appropriate, you may cut and paste from your original grant proposal.

If you submitted an annual report last year, a record for each research project you listed has been imported into your current APR. For these records, the text 'needs review' will appear in the 'date completed' column. Please review these records by clicking on the 'edit' link. After you "save," the system will update the date completed. Please also add any research projects not currently listed in the table and delete any records that are no longer needed. The 'date completed' column will display the date of the last save for each record.

**ARRT grantees should not complete this section.** However, you will need to click "save and continue" or "save and exit" below before you can submit your APR form.

**Special instructions for Model Systems grantees participating in multisite collaborative module projects.** Model Systems grantees participating in multisite collaborative module projects, whether as the lead or a contributor, should identify these projects in both the "short title" (75 characters) and "full title" (500 characters) fields. The lead grantee should enter the phrase "LEAD MODULE PROJECT" in all caps at the beginning of the field, followed by the project title. The lead grantee should determine exactly what the project title will be and inform the contributors. Contributors should enter "MODULE PROJECT" in all caps at the beginning of the field, followed by the project title exactly as provided by the lead grantee. The lead center should report on its own contributions to the project (e.g., their center's sample size to date, etc.) **as well as the overall progress of the study** (the sample size of the entire project to date, etc.). The other collaborating centers should report on their individual center's contribution to the study.

NOTE: If this is your first year, you will need to enter information for all of your projects.

For each project that has received Institutional Review Board approval, upload all relevant approval documents, including your own and any for subcontractors or partner sites participating in the project. (All relevant approval documents should be combined into a single file for upload.) **Do not submit your report until you have uploaded all relevant IRB approval documents.**

The attachment icon in the table below indicates projects for which you have uploaded an IRB approval document. **A red "X" indicates projects for which you still need to upload an IRB approval document.**

Project ID	Short Project Title	IRB Status		Add/Edit Record	Delete Record	Date Completed
R1	Sample project			<a href="#">Edit</a>	<a href="#">Delete</a>	

	<a href="#">Add new</a>		
--	-------------------------	--	--

NOTE: System will assign a sequential number to each project, and the sequential number will appear in the summary table.

Help: A research project is an intensive systematic study, based on a clear hypothesis or research question that is directed toward producing new scientific knowledge about the subject or problem being studied. This definition is derived from the regulations governing the DRRP program: CFR 350.13 (research). MS grantees should not report data collection activities for the National SCI Database as a separate research project.

1. Provide a short title for this research project (Limit: 75 characters)

**[Box]**

2. Full title of research project (Limit: 500 characters)

**[Box]**

Help: The project title should come from your grant application. NIDRR performs key word or phrase searches of the title field to determine the total number of projects on specific topics.

3. Name of the Principal Investigator responsible for this project

**[Box]**

4. If applicable, name of the Co-Principal Investigator responsible for this project

**[Box]**

5. Project start date (enter as "mm/dd/yyyy")

**[Box]**

Help: Please verify the project start date.

6. Projected (or actual) project end date (enter as "mm/dd/yyyy")

**[Box]**

Help: The anticipated end date of a project can change for various reasons; e.g., if obtaining IRB approval takes longer than expected.

7. a. What is the current status of your research project?  
(Select only one)
- (1) on time
  - (2) delayed
  - (3) completed
  - (4) not scheduled to start yet
  - (5) dropped
7. b. If “delayed,” by how many months?  
**[Box]**
7. c. If “delayed,” what was the primary reason for the delay? (Limit: 4,000 characters)  
**[Box]**
7. d. If “dropped,” what was the major reason for dropping it? (Limit: 4,000 characters)
7. e. If “dropped,” was this change discussed with your project officer?
- (1) yes
  - (2) no
8. a. What is the Institutional Review Board status for this research project? (Select the best answer.)
- (1) approved
  - (2) pending
  - (3) submitted
  - (4) not yet submitted
  - (5) N/A (choose this option if IRB Approval was not required)
8. b. If “approved,” enter the IRB annual approval  
**[Box]**
8. c. If “approved” enter the date of approval (enter as “mm/dd/yyyy”)  
**[Box]**
8. d. If “approved,” is this your most recent IRB approval for this project?
- (1) yes
  - (2) no

8. e. Are any subcontractors or partner sites working on this project?

(1) yes

(2) no

8. f. If “yes,” do the subcontractors or partner sites have IRB approvals?

(1) yes

(2) no

(3) N/A

If ‘N/A,’ why?

**[Box]**

8. g. Please upload a copy of your most recent IRB approval document. Your upload should include all relevant IRB approvals, including those for any subcontractors or partner sites participating in the project. (All relevant approval documents should be combined into a single file for upload). *Do not submit your report until you have uploaded all relevant IRB approvals.* Use the “Browse” button below to select the file you want to upload from your computer. You may upload files of the following types: PDF, DOC (Microsoft Word), GIF, and JPG.

**[Box]**

Help:

d. NIDRR needs to have the most recent date of IRB approval on file to meet departmental monitoring requirements.

f. IRB subcontractor approval is important for monitoring human subjects issues.

g. NIDRR is required to include official IRB approval documents as part of your official grant file at the Department of Education.

9. Please select the National Science Foundation (NSF) response category that best applies to this project. For definitions of response categories and more information on the NSF survey, see [http://www.nsf.gov/statistics/showsvy.cfm?svy\\_CatID=4&svy\\_Seri=10](http://www.nsf.gov/statistics/showsvy.cfm?svy_CatID=4&svy_Seri=10) (Select only one)

a. engineering

b. life sciences

c. psychological sciences

d. social sciences

Help: For definitions of response categories and more information on the NSF survey, click on the link at left. This link will take you to NSF’s ‘Survey of Federal Funds for Research and Development’ page. From this page click on the ‘Questionnaire(s)’ link found in the left side bar. This link will take you to a page where you will see a list of questionnaires. Choose the ‘Survey

of Federal Funds for Research and Development (non-DOD version) FY 2003 link and go to pages 35-39 (Attachment 1) to view the classification of NSF fields. NIDRR uses this information to determine how many research projects fall into each NSF category.

10. a. Briefly describe the objectives of this project. (Limit: 4,000 characters)

**[Box]**

10. b. Have there been substantial changes to the objective(s) for this project during the current reporting period?

(1) yes

(2) no

10. c. If "yes," have these changes been discussed with your project officer?

(1) yes

(2) no

10. d. If "yes," in one or two sentences, explain the reason for these changes. (Limit: 1,000 characters)

**[Box]**

Help:

- a. This information should come from the objectives description for this project in your original application.
- b. If the original objectives for this project have changed, describe the new objectives.
- d. NIDRR is beginning to content analyze the responses to this question in order to determine the most frequently reported reasons why project objectives need to be changed. Understanding these reasons will help improve NIDRR's monitoring efforts and meet departmental monitoring requirements.

11. a. Based on the objectives listed in Question 10, what **one** NIDRR Long-Range Plan Domain does this project **best** fit in? (Select only one)

(1) health and function

(2) employment

(3) participation and community living

(4) cross-cutting (specify two or more domains that apply)

11. b. If "cross-cutting," specify two or more domains that apply.

(1) health and function

(2) employment

(3) participation and community living

Help: The cross-cutting domain shows that a disability research project often spans two or more Long-Range Plan domains because of the multi-disciplinary nature of disability research.

12. Below are the outcome-oriented goals you specified for your award. Select the **one** goal that this project helps to achieve.

If you have not yet entered outcome-oriented goals, please do so and then return to this question. If you revise your outcome-oriented goals, please return to this question and review your response.

(Select only one)

Goal 1

Goal 2

Goal 3

(short title, as previously entered by grantee)

Help: The goals you entered in “Planning for Outcomes and Significant Outputs” section appear below. NIDRR is interested in how projects map to grantee goals. The Department of Education is interested in tracking the relationship between projects and goals.

13. In one or two sentences, briefly describe the study population for this project. (Limit: 4,000 characters)

**[Box]**

Help: A study population is defined as the collection of elements that a researcher would like to study where an element is the basic unit that makes up the population. Examples of study populations include but are not limited to: all admissions to non-federal hospitals in the state of New Jersey during the time period August 1 1976, to July 31, 1977; all persons 18 years or older with spinal cord injuries living in federally-subsidized nursing homes in Los Angeles County; all business establishments with public retail outlets, employing more than 100 persons in the city of Los Angeles on June 30, 1978 (adapted from Frankel, M. (1983). Sampling theory. In P. H. Rossi, J. D. Wright, & A. B. Anderson (Eds.), *Handbook of survey research* (pp. 23-24). San Diego, CA: Academic Press).

14. What is your proposed sample size for this project?

**[Box]**

Help: The answer to this question should be numeric if possible.

A research sample is a subset of the study population that is chosen by adhering to a specific set of rules (adapted from Frankel, M. (1983). Sampling theory. In P. H. Rossi, J. D. Wright, & A. B. Anderson (Eds.), *Handbook of survey research* (pp. 23-24). San Diego, CA: Academic Press).



15. If the project is underway, what sample size have you achieved to date?

**[Box]**

N/A

Help: The answer to this question should be numeric if possible.

16. a. Have there been any changes to the proposed sample size?

(1) yes

(2) no

16. b. If there have been changes to the proposed sample size, have these changes been discussed with your project officer?

(1) yes

(2) no

16. c. If there have been changes to proposed sample size, please describe the changes, the rationale for the changes, and when the changes took effect. (Limit: 4,000 characters)

**[Box]**

Help: This is a key monitoring indicator used by NIDRR Project Officers.

17. What method(s) or design(s) does the project use to obtain its information? (Check all that apply. Select "other" for this item only if no other category applies.)

- a. Survey
- b. Observation
- c. Case studies
- d. Focus groups
- e. Secondary analysis
- f. Meta-analysis
- g. Intervention study—Experimental or randomized control design
- h. Intervention study—Quasi-experimental design
- i. Intervention study—Single-subject design
- j. Qualitative interview
- k. Other

Specify (if other) **[Box]**

a. Help: **Survey:** In a sample survey, data are collected from a sample of a population to determine the incidence, distribution, and interrelation of naturally occurring events and conditions. The overriding concern in the sample survey strategy is to collect information in such a way that conclusions can be drawn about elements of the population that are not in the sample as well as about elements that are in the sample (source: United States General Accounting Office, Program Evaluation and Methodology Division. (1991). *Designing evaluations* (Pub. No. GAO/PEMD-10.1.4). Washington, DC: Author, p. 33. Retrieved March 27, 2008 from [http://www.gao.gov/special.pubs/10\\_1\\_4.pdf](http://www.gao.gov/special.pubs/10_1_4.pdf))

- b. **Observation**, or naturalistic study, is a study where no explicit intervention is given but organizations or groups or individuals are observed naturally carrying out their business or practices and this is documented in a detailed way (source: Penrose-Wall, J., Greene, D., & Merinda, T. (2007). *Thinking research: Key concepts: A primer for capacity building in research by non government mental health and drug and alcohol agencies*. New South Wales, Australia: Network of Alcohol and Other Drugs Agencies and Mental Health Coordinating Council, p. 11. Retrieved March 27, 2008 from: <http://www.mhcc.org.au/documents/Projects/Research%20Primer%201%20Thinking%20Research%20Key%20Concepts.pdf>)
- c. **Case studies:** a case study is an analytic description of an event, a process, an institution, or a program (Hoaglin et al. (1982), as cited in United States General Accounting Office, Program Evaluation and Methodology Division. (1991). *Designing evaluations* (Pub. No. GAO/PEMD-10.1.4). Washington, DC: Author, p. 43. Retrieved March 27, 2008 from <http://archive.gao.gov/t2pbat7/144040.pdf>)
- d. **Focus groups** combine both interviewing and observation skills and allow the observation of a large amount of interaction on a topic in a short time (source: Penrose-Wall, J., Greene, D., & Merinda, T. (2007). *Thinking research: Key concepts: A primer for capacity building in research by non government mental health and drug and alcohol agencies*. New South Wales, Australia: Network of Alcohol and Other Drugs Agencies and Mental Health Coordinating Council, p. 10. Retrieved March 27, 2008 from: <http://www.mhcc.org.au/documents/Projects/Research%20Primer%201%20Thinking%20Research%20Key%20Concepts.pdf>)
- e. **Secondary analysis** is an approach rather than a design because the data that are involved have already been acquired under an original design for data collection, using some technique such as self-administered questionnaires (Source: United States General Accounting Office, Program Evaluation and Methodology Division. (1991). *Designing evaluations* (Pub. No. GAO/PEMD-10.1.4). Washington, DC: Author, p. 62. Retrieved March 27, 2008 from <http://archive.gao.gov/t2pbat7/144040.pdf>)
- f. **Meta-analysis** is a way of averaging 'effect sizes' from several studies. Effect size is proportional to the difference in outcome between a treatment group and a comparison group (Source: United States General Accounting Office, Program Evaluation and Methodology Division. (1991). *Designing evaluations* (Pub. No. GAO/PEMD-10.1.4). Washington, DC: Author, pp. 64-65. Retrieved March 27, 2008 from <http://archive.gao.gov/t2pbat7/144040.pdf>)
- g. **Intervention study--Experimental design or randomized control design:** some units of study are randomly assigned to a treatment group and some are assigned to one or more comparison groups. Random assignment means that every unit available to the experiment has a known probability of being assigned to each group and that the assignment is made by chance, as in the flip of a coin. The program's or intervention's effects are estimated by comparing outcomes for the treatment group with outcomes for each comparison group (source: United States General Accounting Office, Program Evaluation and Methodology Division. (1991). *Designing evaluations* (Pub. No. GAO/PEMD-10.1.4). Washington, DC: Author, p. 52. Retrieved March 27, 2008 from <http://archive.gao.gov/t2pbat7/144040.pdf>)
- h. **Intervention study--Quasi-experimental design:** Similar to a true experimental design /randomized control trial in that both designs consist of a treatment group and one or more comparison groups. However, with a quasi-experimental design, membership in a treatment group or comparison group is not randomly assigned. . This difference is important because it implies that, since the groups will not be equivalent, causal

statements about treatment effects may be substantially weakened (source: United States General Accounting Office, Program Evaluation and Methodology Division. (1991). *Designing evaluations* (Pub. No. GAO/PEMD-10.1.4). Washington, DC: Author, pp. 55-56. Retrieved March 27, 2008 from <http://archive.gao.gov/t2pbat7/144040.pdf>)

- i. **Intervention study--Single-subject design:** may involve only one participant but typically include multiple participants (e.g., 3 to 8) in a single study. Each participant serves as his or her own control. Performance prior to intervention is compared to performance during and/or after intervention. In most cases, a research participant is an individual, but it is possible for each participant to be a group whose performance generates a single score per measurement period, i.e., the rate of problem behavior performed by all children within a classroom during a 20-minute period (Source: Horner, R., Carr, E. G., Halle, J., McGee, G., Odom, S., & Wolery, M. (2005). The use of single-subject research to identify evidenced-based practice in special education. *Exceptional Children*, 71(2), 165-179. Retrieved March 27, 2008 from [http://education.uoregon.edu/grantmatters/pdf/DR/Single\\_Subject.pdf](http://education.uoregon.edu/grantmatters/pdf/DR/Single_Subject.pdf))
  - j. **Qualitative Interview:** Structured or unstructured interviews where the goal is understand something from the respondent's point of view and to understand the meaning of their experiences (Source: Kvale, S. (1996) *InterViews: An Introduction to Qualitative Research Interviewing*, Thousand Oaks, CA: SAGE Publications, Inc.
  - k. **Other** – Select 'other' only if none of the listed categories apply
18. What time dimension is associated with this study?  
(Select only one. Select 'other' only if no other category applies.)

- a. cross-sectional
- b. longitudinal
- c. other

Specify (if other) (Limit: 1,000 characters) **[Box]**

Help:

**Cross-sectional:** Measurement taken at one point in time

**Longitudinal:** Repeated measurements taken over many time points

19. a. Have there been any changes to your proposed plan and methods during the current reporting period?
- (1) yes
  - (2) no
19. b. If "yes," have these changes been discussed with your project officer?
- (1) yes
  - (2) no
19. c. If "yes": In two or three sentences, explain the reason for the changes: (Limit: 4,000 characters)

**[Box]**

Help: The reason for the changes in proposed plan and methods is very important and helps NIDRR meet its monitoring reporting requirements.

20. Describe your overall progress in implementing this project during the reporting period. Focus on what activities have been conducted and, if applicable, describe any promising findings or “lessons learned” in the current reporting period. (Limit: 20,000 characters)

**[Box]**

Help: Indicate progress toward original goals. Ideally, your description should include an update on ongoing activities, some reference to the original timeline for these activities and milestones, and progress toward these milestones.

21. a. Is the project meeting its original sampling goals?

- (1) yes  
 (2) no  
 (3) N/A – project has yet to start

21. b. If “no,” what is the contingency plan for how the project will proceed? (Limit: 20,000 characters)

**[Box]**

Help: Include a detailed description of what you plan to do because you are having difficulty meeting your original sampling goals.

A contingency plan for a project that is not meeting its sample size goals must be approved by your NIDRR Project Officer. Contingency plans must be developed and implemented with the aim of maximizing scientific integrity within the original goals and budget of your specific project.

**Examples of contingency plans** that could be implemented to help meet original sample size goals include:

- Expansion of your target population and related inclusion criteria, so that a larger number of individuals is available for your project to sample
- Use of alternate sampling methods to supplement originally proposed methods
- Use of non-parametric statistics to analyze existing sample if strategies to increase sample size fail.

22. a. Do you have any significant problems or challenges to report, other than sample size?

- (1) yes  
 (2) no

22. b. Other than sample size, briefly describe any significant problems or challenges you encountered, when they occurred, the actions you took to remedy them, and when these corrective actions were implemented. (Limit: 20,000 characters)

**[Box]**

23. a. Did you report any problems or challenges in last year's APR?
- (1) yes
- (2) no
23. b. If "yes," please update us on the status of problems or challenges that you reported. Describe the problems or challenges, when they occurred, the actions you took to remedy them, when these corrective actions were implemented, and whether the problems or challenges were successfully resolved. (Limit: 20,000 characters)

**[Box]**

24. Which main category, or stage of research, does this research project belong in? If this project includes research that can be categorized under more than one of the research stages, or research that progresses from one stage to another, you may specify more than one stage.  
(Check all that apply.)

- a. Exploration and discovery
- b. Intervention development
- c. Intervention efficacy
- d. Scale-up evaluation

Help:

- a. Exploration and discovery** means the stage of research that generates hypotheses or theories by conducting new and refined analyses of data, producing observational findings, and creating other sources of research-based information. This research stage may include identifying or describing the barriers to and facilitators of improved outcomes of individuals with disabilities, as well as identifying or describing existing practices, programs, or policies that are associated with important aspects of the lives of individuals with disabilities. Results achieved under this stage of research may inform the development of interventions or lead to evaluations of interventions or policies. The results of the exploration and discovery stage of research may also be used to inform decisions or priorities.
- b. Intervention development** means the stage of research that focuses on generating and testing interventions that have the potential to improve outcomes for individuals with disabilities. Intervention development involves determining the active components of possible interventions, developing measures that would be required to illustrate outcomes, specifying target populations, conducting field tests, and assessing the feasibility of conducting a well-designed intervention study. Results from this stage of research may be used to inform the design of a study to test the efficacy of an intervention.
- c. Intervention efficacy** means the stage of research during which a project evaluates and tests whether an intervention is feasible, practical, and has the potential to yield positive outcomes for individuals with disabilities. Efficacy research may assess the strength of the relationships between an intervention and outcomes, and may identify factors or individual characteristics that affect the relationship between the intervention and outcomes. Efficacy research can inform decisions about whether there is sufficient evidence to support "scaling-up" an intervention to other sites and contexts. This stage of research can include assessing the training needed for wide-scale implementation of the intervention, and approaches to evaluation of the intervention in real world applications.

**d. Scale-up evaluation** means the stage of research during which a project analyzes whether an intervention is effective in producing improved outcomes for individuals with disabilities when implemented in a real-world setting. During this stage of research, a project tests the outcomes of an evidence-based intervention in different settings. The project examines the challenges to successful replication of the intervention, and the circumstances and activities that contribute to successful adoption of the intervention in real-world settings. This stage of research may also include well-designed studies of an intervention that has been widely adopted in practice, but that lacks a sufficient evidence-base to demonstrate its effectiveness.

25. Please select the primary impairment group or groups that is/are the focus of this project. (Check all that apply). (Note: This question does not apply to ADA or ARRT grantees and will not be displayed to them.)

- a. Sensory disability
- b. Psychiatric disability
- c. Developmental disability
- d. Physical disability
- e. Intellectual disability

Help: This question asks about impairment group at the project level. Answers to this question are aggregated and used to present an overall picture of impairment groups that grantees focus on.

System will automatically take respondent back to summary table at the beginning of this section, in order to add, edit, or delete projects.

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**Summary Table—Research Projects (system-generated, applies to all)**

**This table displays summary information about each research project you have entered, including whether you have uploaded an IRB approval document for each IRB-approved project.**

**List of project titles (sequential project number and project title):**

**R1: Sample project title 1**

**R2: Sample project title 2**

<b>Projects</b>	<b>R1</b>	<b>R2</b>
Start date (Q5)	mm/dd/yyyy	mm/dd/yyyy
Actual /projected end date (Q6)	mm/dd/yyyy	mm/dd/yyyy
Project status (Q7.a)	On-time	Completed
IRB status (Q8.a)	Approved	Pending
IRB annual approval number (Q8.b)		
IRB annual approval date (Q8.c)		
IRB approval uploaded (Q8.e)		
Long-range plan domain (Q11.a)	Employment	Health and function
Changes to sample size (Q16.a)	Yes	No
Meeting its original sampling goals (Q21.a)	No	Yes
Project method or design (Q17)	Survey Observation	Intervention Study: Experimental or Randomized Control Design
Study time dimension (Q18)	Cross-sectional	Longitudinal
Changes to proposed plan or method (Q19.a)	Yes	No

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## Development Projects (Applies to all except ARRT)

Purpose: NIDRR project monitoring

Frequency of data collection: Once with annual progress updates

For each of your development projects, answer the following questions. Where appropriate, you may cut and paste information from your original grant proposal.

Help: A development project is defined as the use of knowledge and understanding gained from research to create materials, devices, systems, or methods beneficial to the target population, including design and development of prototypes and processes. This definition is derived from the regulations governing the DRRP program: CFT 350.16 (development).

If you submitted an annual report last year, a record for each development project you listed has been imported into your current APR. For these records, the text 'needs review' will appear in the 'date completed' column. Please review these records by clicking on the 'edit' link. After you "save," the system will update the date completed.

Please also add any research projects not currently listed in the table and delete any records that are no longer needed. The 'date completed' column will display the date of the last save for each record.

**ARRT grantees should not complete this section.** However, you will need to click "save and continue" or "save and exit" below before you can submit your APR form.


**Special instructions for Model Systems grantees participating in multisite collaborative module projects.** Model Systems grantees participating in multisite collaborative module projects, whether as the lead or a contributor, should identify these projects in both the "short title" (75 characters) and "full title" (500 characters) fields. The lead grantee should enter the phrase "LEAD MODULE PROJECT" in all caps at the beginning of the field, followed by the project title. The lead grantee should determine exactly what the project title will be and inform the contributors. Contributors should enter "MODULE PROJECT" in all caps at the beginning of the field, followed by the project title exactly as provided by the lead grantee. The lead center should report on its own contributions to the project (e.g., their center's sample size to date, etc.) **as well as the overall progress of the study** (the sample size of the entire project to date, etc.). The other collaborating centers should report on their individual center's contribution to the study.

NOTE: If this is your first year, you will need to enter information for all of your projects.

For each project that has received Institutional Review Board approval, upload all relevant approval documents, including your own and any for subcontractors or partner sites participating in the project. (All relevant approval documents should be combined into a single file for upload.) **Do not submit your report until you have uploaded all relevant IRB approval documents.**

**The attachment icon in the table below indicates projects for which you have uploaded and IRB approval document. A red "X" indicates projects for which you still need to upload an IRB approval document.**



Project ID	Project Title	IRB Status		Add/Edit Record	Delete Record	Date Completed
D1	Sample project			<a href="#">Edit</a>	<a href="#">Delete</a>	
				<a href="#">Add new</a>		

NOTE: System will assign a sequential number to each project, and the sequential number will appear in the summary table.

- Title of development project (Limit: 500 characters)

**[Box]**

Help: The project title should come from your grant application. NIDRR performs key word or phrase searches of the title field to determine the total number of projects on specific topics.

- Name of the Principal Investigator responsible for this project

**[Box]**

- If applicable, name of the Co-Principal Investigator responsible for this project

**[Box]**

- Project start date (enter as “mm/dd/yyyy”)

**[Box]**

Help: Please verify the project start date.

- Projected (or actual) project end date (enter as “mm/dd/yyyy”)

**[Box]**

Help: The anticipated end date of a project can change for various reasons; e.g., if obtaining IRB approval takes longer than expected.

- What is the current status of your development project?

(1) on time

(2) delayed

(3) completed

(4) not scheduled to start yet

(5) dropped

- If “delayed,” by how many months?

**[Box]**

- If “delayed,” what was the primary reason for the delay? (Limit: 4,000 characters)

**[Box]**

6. d. If “dropped,” what was the major reason for dropping it? (Limit: 4,000 characters)  
**[Box]**
6. e. If “dropped,” was this change discussed with your project officer?  
 (1) yes  
 (2) no
7. a. What is the Institutional Review Board status for this development project? (Select the best answer.)  
 (1) approved  
 (2) pending  
 (3) submitted  
 (4) not yet submitted  
 (5) N/A (choose this option if IRB Approval was not required)
7. b. If “approved,” enter the IRB annual approval number  
**[Box]**
7. c. If “approved,” enter the date of approval (enter as “mm/dd/yyyy”)  
**[Box]**
7. d. If “approved,” is this your most recent IRB approval for this project?  
 (1) yes  
 (2) no
7. e. Are any subcontractors or partner sites working on this project?  
 (1) yes  
 (2) no
7. f. If “yes,” do the subcontractors or partner sites have IRB approvals?  
 (1) yes  
 (2) no

7. g. Please upload a copy of your most recent IRB approval document. Your upload should include all relevant IRB approvals, including those for any subcontractors or partner sites participating in the project. (All relevant approval documents should be combined into a single file for upload). *Do not submit your report until you have uploaded all relevant IRB approvals.* Use the "Browse" button below to select the file you want to upload from your computer. You may upload files of the following types: PDF, DOC (Microsoft Word), GIF, and JPG.

**[Box]** **Browse...**

Help:

- d. NIDRR needs to have the most recent date of IRB approval on file to meet departmental monitoring requirements.
- f. IRB subcontractor approval is important for monitoring human subjects issues.
- g. NIDRR is required to include official IRB approval documents as part of your official grant file at the Department of Education.

8. a. Briefly describe the objectives of this project. (Limit: 4,000 characters)

**[Box]**

8. b. Have there been substantial changes to the objective(s) for this project during the current reporting period?

(1) yes

(2) no

8. c. If "yes," have these changes been discussed with your project officer?

(1) yes

(2) no

8. d. If "yes," in one or two sentences, explain the reason for these changes. (Limit: 1,000 characters)

**[Box]**

Help:

- a. This information should come from the objectives description for this project in your original application.
- b. If the original objectives for this project have changed, describe the new objectives.
- d. NIDRR is beginning to content analyze the responses to this question in order to determine the most frequently reported reasons why project objectives need to be changed. Understanding these reasons will help improve NIDRR's monitoring efforts and meet departmental monitoring requirements.

9. a. Based on the objectives listed in Question 8, what **one** NIDRR Long-Range Plan Domain does this project **best** fit in? (Select only one)

- (1) health and function
- (2) employment
- (3) participation and community living
- (4) cross-cutting (specify two or more domains that apply)

9. b. If “cross-cutting,” specify two or more domains that apply.

- (1) health and function
- (2) employment
- (3) participation and community living

Help: The cross-cutting domain shows that a disability development project often spans two or more Long-Range Plan domains because of the multi-disciplinary nature of disability research.

10. Below are the outcome-oriented goals you specified for your award. Select the **one** goal that this project helps to achieve.

If you have not yet entered outcome-oriented goals, please do so and then return to this question. If you revise your outcome-oriented goals, please return to this question and review your response.

(Select only one)

- Goal 1
- Goal 2
- Goal 3

(short title, as previously entered by grantee)

Help: The goals you entered in “Planning for Outcomes and Significant Outputs” section appear below. NIDRR is interested in how projects map to grantee goals. The Department of Education is interested in tracking the relationship between projects and goals.

11. In one or two sentences, briefly describe the potential users of your product or device. (Limit: 4,000 characters)

**[Box]**

12. What stage of the development process are you in during this reporting period?

NOTE: This question assumes that you have already recognized and defined the problem in your proposal. (Check all that apply)

- a. Information gathering on constraints, specifications, materials, etc.
- b. Analysis of information to generate solutions
- c. Evaluation of solutions and synthesis of best solution
- d. Implementation of solution
- e. Evaluation of effectiveness and efficiency of solution and redesign as needed
- f. Commercialization activities

Help:

- a. **Information gathering on constraints, specifications, materials, etc.:** Searching for pertinent information and facts and developing reasonable forecasts or making assumptions where information is not possible or reliable. All the measurable factors, constraints, and features that might be of importance to filter-out the best solution must be localized and analyzed.
- b. **Analysis of information to generate solutions:** Separating the problem from the general problem solution, clarifying the real problem from the apparent ones, and stating the independent-to-dependent relationships.
- c. **Evaluation of solutions and synthesis of best solution:** Combining elementary components to build up multiple families of alternatives before yielding a detailed solution. This phase also requires detailed analysis, which involves defining and setting up criteria to test results, verifying and validating a system, and optimizing component features.
- d. **Implementation of solution:** Implementation encompasses all the processes involved in getting a new product operating properly in its environment, including installation, configuration, running, testing, and making necessary changes.
- e. **Evaluation of effectiveness and efficiency of solution and redesign as needed:** New tools, methods, and procedures, which were previously unknown or develop over time.
- f. **Commercialization activities:** The product or device has been built, evaluated, and field-tested. Grantee has identified an industry partner (e.g., company or organization) and is engaged in discussions about the feasibility of producing and marketing the product or device for distribution to customers.

Definitions a-e above are adapted from an online course taught by Dr. Herm Migliore of Portland State University's College of Engineering and Computer Science. For more information about the course, contact Dr. Migliore through his Web site: <http://web.cecs.pdx.edu/~herm>. Definition f above is adapted from an email message from NIDRR's RERC on Technology Transfer, received Oct. 6, 2006.

13. Overall, how many target users are going to provide feedback on your product or device?

[Box]

14. a. Have you reached the desired number of users you need to test your product or device?

- (1) yes  
 (2) no  
 (3) N/A-project has yet to start

14. b. If "no," indicate how many more users you need.

[Box]

15. a. Have there been any changes to your proposed plan and methods during the current reporting period?

- (1) yes  
 (2) no

15. b. If “yes,” have these changes been discussed with your project officer?

(1) yes

(2) no

15. c. If “yes”: In two or three sentences, explain the reason for the changes: (Limit: 4,000 characters)

**[Box]**

Help: The reason for the changes in proposed plan and methods is very important and helps NIDRR meet its monitoring reporting requirements.

16. Describe your overall progress in implementing this project during the reporting period. Focus on what activities have been conducted and, if applicable, describe any promising findings or “lessons learned” in the current reporting period. (Limit: 20,000 characters)

**[Box]**

Help: Indicate progress toward original goals. Ideally, your description should include an update on ongoing activities, some reference to the original timeline for these activities and milestones, and progress toward these milestones.

17. a. Do you have any significant problems or challenges to report?

(1) yes

(2) no

17. b. Briefly describe any significant problems or challenges you encountered, when they occurred, the actions you took to remedy them, and when these corrective actions were implemented. (Limit: 20,000 characters)

**[Box]**

18. a. Did you report any problems or challenges in last year’s APR?

(1) yes

(2) no

18. b. If “yes,” please update us on the status of problems or challenges that you reported. Describe the problems or challenges, when they occurred, the actions you took to remedy them, when these corrective actions were implemented, and whether the problems or challenges were successfully resolved. (Limit: 20,000 characters)

**[Box]**

19. Please select the primary impairment group or groups that is/are the focus of this project. (Check all that apply). (Note: This question does not apply to ADA grantees and will not be displayed to them.)

- a. Sensory disability
- b. Psychiatric disability
- c. Developmental disability
- d. Physical disability
- e. Intellectual disability

Help: This question asks about impairment group at the project level. Answers to this question are aggregated and used to present an overall picture of impairment groups that grantees focus on.

System will automatically take respondent back to summary table at the beginning of this section, in order to add, edit, or delete projects.

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**Summary Table—Development Projects (system-generated, applies to all)**

This table displays summary information about each development project you have entered, including whether you have uploaded an IRB approval document for each IRB-approved project.

List of project titles (sequential project number and project title):

**D1: Sample project title 1**

**D2: Sample project title 2**

<b>Projects</b>	<b>(Sequential Project Number) D1</b>	<b>(Sequential Project Number) D2</b>
Start date (Q4)	mm/dd/yyyy	mm/dd/yyyy
Actual /projected end date (Q5)	mm/dd/yyyy	mm/dd/yyyy
Project status (Q6.a)	On-time	Completed
IRB status (Q7.a)	Approved	Pending
IRB annual approval number (Q7.b)		
IRB annual approval date (Q7.c)		
IRB approval uploaded (Q7.g)		
Long-range plan domain (Q9.a)	Employment	Health and function
Stage of development project is in (Q12)	Information gathering	Evaluation of solutions and synthesis of best solution
Number of target users in current reporting period (Q13)	5	10
Desired number of users reached (Q14.a)	No	Yes
Changes to proposed plan or method (Q15.a)	Yes	No

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## Dissemination and Knowledge Translation Projects (Applies to all except ARRT)

Purpose: NIDRR project monitoring

Frequency of data collection: Once with annual progress updates

In this section, please answer the following questions about your dissemination and knowledge translation activities and how they support each of the award-level goal(s) you specified in the outcomes planning section. If you specified more than one award-level outcome goal, you will be required to answer the same three questions again.

### RERC grantees should also provide information about their Technology Transfer Plans.

Help: **Knowledge translation** is defined as the effective development, accumulation, synthesis, dissemination and transfer of scientifically-based disability and rehabilitation related knowledge, technologies, and applications to relevant stakeholders to inform disability and rehabilitation policy, improve practice, and enhance the lives of individuals with disabilities. If you submitted an annual report last year, a record for each project you listed has been imported into your current APR. Please review these records by clicking on the 'edit' link. Please also add any projects not currently listed in the table and delete any records that are no longer needed.

Goal Number	Dissemination and Knowledge Translation Activities	Add/Edit Record	Date Completed
G1		<a href="#">Edit</a>	

Outcome Goal: 1 (system-generated)

1. Describe the dissemination and knowledge translation activities you are conducting, or plan to conduct, to support the achievement of the above goal. Rehabilitation Engineering Research Center (RERC) grantees should also describe their Technology Transfer Plans. (Limit: 5,000 characters)

**[Box]**

Help: It may be helpful to consult this Web site on knowledge translation:

<http://www.ncddr.org/kt/products/ktintro>.

2. For the current reporting period, describe the progress you have made in conducting the activities described in the first question. Rehabilitation Engineering Research Center (RERC) grantees should also describe their progress in implementing their Technology Transfer Plans. (Limit: 5,000 characters)

**[Box]**

Help: Describe progress in conducting the dissemination and knowledge translation activities related to this specific goal in your application. Ideally, your description should include an update on ongoing activities, some reference to the original timeline for activities and

milestones, progress toward milestones, and any information on barriers or difficulties that have been experienced.

3. a. Do you have any problems or challenges to report?

(1) yes

(2) no

3. b. If you encountered problems or challenges in the current reporting period, what actions have you taken to address them? Describe the problems or challenges, when they occurred, the actions you took to remedy them, when these corrective actions were implemented, and whether the problems or challenges were successfully resolved. (Limit: 5,000 characters)

**[Box]**

(System will display other goals entered by the grantee, if applicable, and repeat the three questions above for each goal.)

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## Capacity-Building Activities—Fellows (Applies to all except KT and ADA)

Purpose: NIDRR project monitoring

Frequency of data entry: Once with annual progress updates

If you submitted an annual report last year, a record for each fellow you listed has been imported into your current APR. For these records, the text 'needs review' will appear in the 'date completed' column. Please review these records by clicking on the 'edit' link. After you "save" the system will update the date completed.

Please also add any fellows not currently listed in the table and delete any records that are no longer needed. The 'date completed' column will display the date of the last save for each record.

NOTE: If this is your first year, you will need to enter information for all of your fellows.

Last Name	First Name	Add/Edit Record	Delete Record	Date Completed
Fellow 1		<a href="#">Edit</a>	<a href="#">Delete</a>	
		<a href="#">Add new</a>		

For each current fellow, enter the following information. A current fellow is a fellow who worked on the award at any time during the current reporting period.

1. Last name of fellow:

**[Box]**

Help: Be sure not to enter duplicate records for staff members already listed. Typographical errors or misspellings will result in duplicate records for the same staff member. NIDRR uses the name fields to generate counts of staff members. Duplicate records will result in inaccurate counts.

2. First name of fellow:

**[Box]**

Help: Be sure not to enter duplicate records for staff members already listed. Typographical errors or misspellings will result in duplicate records for the same staff member. NIDRR uses the name fields to generate counts of staff members. Duplicate records will result in inaccurate counts.

3. Fellows—Demographic/diversity information

The next series of questions asks for demographic information about the particular fellow. Submitting this demographic information is voluntary. There are no adverse consequences if you chose not to submit it. NIDRR uses this information in aggregate reports to gauge whether our programs and other opportunities in disability and rehabilitation research are fairly reaching and benefiting everyone regardless of demographic diversity and to ensure that those in underrepresented groups have the same knowledge of and access to programs, meetings, vacancies, and other research and educational opportunities as everyone else.

3. a. Is this person of Hispanic or Latino ethnicity?

- (1) yes  
 (2) no

3. b. Please indicate the racial designation for this person (Select one or more)

- (1) American Indian or Alaska Native  
 (2) Asian  
 (3) Black or African American  
 (4) Native Hawaiian or Other Pacific Islander  
 (5) White

3. c. Does this person have a declared disability?

- (1) yes  
 (2) no

Help:

- a. Categories for ethnicity are established by OMB. You are asked to indicate if the staff member is of Hispanic or Latino ethnicity. Hispanic or Latino is defined as 'A person of Cuban, Mexican, Puerto Rican, Cuban, South or Central American, or other Spanish culture or origin, regardless of race.' (Office of Management and Budget, Revisions to the standards for classification of federal data on race and ethnicity. Federal Register, October 30, 1997. Available at <http://www.whitehouse.gov/omb/fedreg/1997standards.html>).
- b. Categories for race are established by OMB.
- **American Indian or Alaska Native.** A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
  - **Asian.** A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
    - **Black or African American.** A person having origins in any of the black racial groups of Africa.
    - **Native Hawaiian or Other Pacific Islander.** A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
    - **White.** A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

(Office of Management and Budget, Revisions to the standards for classification of federal data on race and ethnicity. Federal Register, October 30, 1997. Available at <http://www.whitehouse.gov/omb/fedreg/1997standards.html>.)

c. **Disability** means a physical or mental impairment that substantially limits one or more major life activities. **An individual with a disability** is a person who has a physical or mental impairment that substantially limits one or more of the individuals' major life activities; has a record of this impairment and is regarded as having this impairment.

4. Select the highest degree earned by the fellow before starting the program.  
(Select only one. Select 'other' only if no other category applies)

- a. Master's
- b. Doctorate
- c. MD
- d. DO
- e. J.D.
- f. other
  
- g. joint degree (e.g., MD, Ph.D., etc.)

Specify (if joint degree): **[Box]**

5. Please tell us the discipline/subject area in which the highest degree was received:  
(Limit: 1,000 characters)

**[Box]**

6. When did the fellow start the program? (enter as "mm/dd/yyyy")

**[Box]**

7. What is the fellow's anticipated end date (enter as "mm/dd/yyyy")

**[Box]**

8. Name of fellowship program:

- a. ARRT
- b. other

Specify (if other) **[Box]**

Help: Please select 'ARRT' for all fellows who receive the majority of their funding from ARRT funds.

9. Briefly describe the ARRT fellow's area of focus.  
(NOTE: This item is for ARRT fellows only.) (Limit: 3,500 characters)

**[Box]**

Help: Summarize specific areas in which the fellow is receiving advanced research training.

9a. Please describe the methods that the ARRT grant used to recruit this fellow.

**[Box]**

- 9b. Please provide the institution of higher education and the specific Department from which the ARRT fellow received their doctoral degree.

**[Box]**

- 9c. Please provide the name of the faculty member who is serving as the primary mentor for this fellow under the ARRT grant.

**[Box]**

- 9d. Please describe the institution of higher education, and the relevant College or Department, of the faculty member who is serving as the primary mentor for this fellow under the ARRT grant.

**[Box]**

- 9e. Please provide the title of the position of the faculty member who is serving as the primary mentor for this fellow under the ARRT grant.

**[Box]**

10. Briefly describe the non-ARRT fellow's major role or contribution to grant/award in the current reporting period. (NOTE: This item is for all non-ARRT fellows only.) (Limit: 3,500 characters)

**[Box]**

NOTE: System will allow grantee to report as many fellows as necessary.

Help: Describe what the non-ARRT fellow is doing that is central to the achievement of grant activities.

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## Capacity Building—Graduate Students (Applies to all except KT, ADA, and ARRT)

If you submitted an annual report last year, a record for each graduate student you listed has been imported into your current APR. For these records, the text 'needs review' will appear in the 'date completed' column. Please review these records by clicking on the 'edit' link. After you 'save' the system will update the date completed.

Please also add any graduate students not currently listed in the table and delete any records that are no longer needed. The 'date completed' column will display the date of the last save for each record.

**ARRT grantees should not complete this section.** However, you will need to click "save and continue" or "save and exit" below before you can submit your APR form.

NOTE: If this is your first year, you will need to enter information for all of your graduate students.

First Name				
	Last Name	Add/Edit Record	Delete Record	Date Completed
Graduate Student 1		<a href="#">Edit</a>	<a href="#">Delete</a>	
		<a href="#">Add new</a>		

Enter the following information for all graduate students you have working on your award in the current reporting period who are receiving training and/or satisfying requirements in conjunction with an advanced degree. (NOTE: Do not include graduate students working on award for pay only.)

1. Last name of graduate student:

**[Box]**

Help: Be sure not to enter duplicate records for staff members already listed. Typographical errors or misspellings will result in duplicate records for the same staff member. NIDRR uses the name fields to generate counts of staff members. Duplicate records will result in inaccurate counts.

2. First name of graduate student:

**[Box]**

Help: Be sure not to enter duplicate records for staff members already listed. Typographical errors or misspellings will result in duplicate records for the same staff member. NIDRR uses the name fields to generate counts of staff members. Duplicate records will result in inaccurate counts.



3. Graduate students—Demographic/diversity information

The next series of questions asks for demographic information about the particular graduate student. Submitting this demographic information is voluntary. There are no adverse consequences if you chose not to submit it. NIDRR uses this information in aggregate reports to gauge whether our programs and other opportunities in disability and rehabilitation research are fairly reaching and benefiting everyone regardless of demographic diversity and to ensure that those in underrepresented groups have the same knowledge of and access to programs, meetings, vacancies, and other research and educational opportunities as everyone else.

3. a. Is this person of Hispanic or Latino ethnicity?

(1) yes

(2) no

3. b. Please indicate the racial designation for this person (Select one or more)

(1) American Indian or Alaska Native

(2) Asian

(3) Black or African American

(4) Native Hawaiian or Other Pacific Islander

(5) White

3. c. Does this person have a declared disability?

(1) yes

(2) no

Help:

a. Categories for ethnicity are established by OMB. You are asked to indicate if the staff member is of Hispanic or Latino ethnicity. Hispanic or Latino is defined as 'A person of Cuban, Mexican, Puerto Rican, Cuban, South or Central American, or other Spanish culture or origin, regardless of race.' (Office of Management and Budget, Revisions to the standards for classification of federal data on race and ethnicity. Federal Register, October 30, 1997. Available at

<http://www.whitehouse.gov/omb/fedreg/1997standards.html>.

b. Categories for race are established by OMB.

- **American Indian or Alaska Native.** A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
- **Asian.** A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- **Black or African American.** A person having origins in any of the black racial groups of Africa.
- **Native Hawaiian or Other Pacific Islander.** A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

- **White.** A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.  
(Office of Management and Budget, Revisions to the standards for classification of federal data on race and ethnicity. Federal Register, October 30, 1997. Available at <http://www.whitehouse.gov/omb/fedreg/1997standards.html>.)
- c. **Disability** means a physical or mental impairment that substantially limits one or more major life activities. **An individual with a disability** is a person who has a physical or mental impairment that substantially limits one or more of the individuals' major life activities; has a record of this impairment and is regarded as having this impairment.
4. Select the highest degree earned by the graduate student before starting the program.  
(Select 'other' only if no other category applies)
- a. Bachelor's
  - b. Master's
  - c. Doctorate
  - d. MD
  - e. DO
  - f. JD
  - g. other
  - h. joint degree (e.g., MD, Ph.D., etc.)
- Specify (if 'joint degree'): **[Box]**

5. Please tell us the discipline/subject area in which the highest degree was received:  
(Limit: 1,000 characters)

**[Box]**

6. When did the graduate student start working on the award? (enter as "mm/dd/yyyy")

**[Box]**

Help: This is a measure of program flow; e.g., how many students started in a particular year?  
How many students were in the program at time x of a given year?

7. When will the graduate student stop working on the award? (enter as "mm/dd/yyyy")

**[Box]**

Help: The answers to this question serve as a measure of program completion rate at various points in time.

8. In two to three sentences, briefly describe the graduate student's major role or contribution to grant/award in the current reporting period. (Limit: 1,000 characters)

**[Box]**

NOTE: System will allow grantee to report as many graduate students as necessary.

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**Summary Table—Capacity-Building Activities (system-generated, applies to all except KT and ADA)**

**Key Summary Statistics for Fellows for the Current Reporting Period**

This table displays information about the number of fellows in the program as well as the demographic diversity categories reported.

<b>Number of Fellows</b>	
Number of fellows in the current reporting period (includes fellows who have completed the program in the current reporting period)	<i>System-generated: based on number of records entered</i>
Number of fellows who started the fellowship program during the current reporting period	<i>System-generated: based on start dates entered in 6</i>
Number of fellows who have completed the fellowship program in the current reporting period	<i>System-generated: based on end dates entered in 7</i>
<b>Number by Ethnicity</b>	
Hispanic or Latino	<i>System-generated: based on number of records with 3.a = "yes"</i>
Not Hispanic or Latino	<i>System-generated: based on number of records with 3.a = "no"</i>
Not Reported	<i>System-generated: based on number of records with no response to 3.a</i>
<b>Number by Race*</b>	
Underrepresented populations**	<i>System-generated: based on number of records with 3.b = "yes"</i>
White	<i>System-generated: based on number of records with 3.b = "no"</i>
Not Reported	<i>System-generated: based on number of records with no response to 3.b</i>
<b>Number by Disability Status</b>	
Declared disability	<i>System-generated: based on number of records with 3.c = "yes"</i>
No disability	<i>System-generated: based on number of records with 3.c = "no"</i>
Not Reported	<i>System-generated: based on number of records with no response to 3.c</i>

\* Counts are duplicated because an individual can be of more than one race.

\*\* Includes all categories except White.

### Key Summary Statistics for Graduate Students for the Current Reporting Period

Number of Graduate Students	
Number of graduate students in the current reporting period	<i>System-generated: based on number of records entered</i>
Number of graduate students who started during the current reporting period	<i>System-generated: based on start dates entered in 6</i>
Number by Ethnicity	
Hispanic or Latino	<i>System-generated: based on number of records with 3.a = "yes"</i>
Not Hispanic or Latino	<i>System-generated: based on number of records with 3.a = "no"</i>
Not Reported	<i>System-generated: based on number of records with no response to 3.a</i>
Number by Race*	
Underrepresented populations**	<i>System-generated: based on number of records with 3.b = "yes"</i>
White	<i>System-generated: based on number of records with 3.b = "no"</i>
Not Reported	<i>System-generated: based on number of records with no response to 3.b</i>
Number by Disability Status	
Declared disability	<i>System-generated: based on number of records with 3.c = "yes"</i>
No disability	<i>System-generated: based on number of records with 3.c = "no"</i>
Not Reported	<i>System-generated: based on number of records with no response to 3.c</i>

\* Counts are duplicated because an individual can be of more than one race.

\*\* Includes all categories except White.

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## Capacity-Building Activities—Performance of Fellows and Graduate Students (Applies to all except KT and ADA)

In this section we ask about the performance of your fellows and graduate students. List the publications based on NIDRR-funded research, published in the current reporting period that were authored by fellows and/or graduate students who are currently part of your training program or have been in the past 3 years. The fellow or graduate student need not have been the first author, so long as he or she is listed **among** the authors of the publication. For fellows in the ARRT program, this will include all publications that fellows contributed to as part of their participation in the program.

Include only publications supported by NIDRR funding that are related to the objectives of the current award.

The last column indicates whether the journal title that you entered is contained in the ISI® database. NIDRR uses this database to determine which citations entered by grantees can be included in its performance measures. It is extremely important that journal titles be entered correctly (e.g., with no abbreviations or spelling errors) so that your citations, where appropriate, will match the ISI database and can be counted.

After entering a journal title or proceeding, check the last column of the summary table to see whether the title you entered matches an entry in the ISI database. If it does not, you may choose “look up” to view a list of entries in the database. If you have entered the title incorrectly, select the correct title and click on “OK” to change it.

Only journal articles and proceedings will have matches in the ISI database.

Add award-related publication produced by fellows

Add award-related publication produced by graduate students

Type	Name of Fellow/Grad Student	Full Citation	Add/Edit Record	Delete Record	Type of Publication	Timeframe When Work Conducted	ISI
			<u>Edit</u>	<u>Delete</u>			

Enter the following information on award-related publications produced by fellows in the current reporting period.

1. Name of fellow (Last name, First initial, Middle initial)

**[Box], [Box], [Box],**

Help: Be sure not to enter duplicate records for staff members already listed. Typographical errors or misspellings will result in duplicate records for the same staff member. NIDRR uses the name fields to generate counts of staff members. Duplicate records will result in inaccurate counts.

2. Provide a full citation for this publication.

Type of publication: (drop-down box: journal article or periodical, web journal, proceedings of meetings and symposia, book, book chapter, monograph, abstract, technical or research report, review)

NOTE: System will display APA-required fields based on publication type, which are as follows:

Journal article or periodical: For all authors—author's last name, author's first initial(s), year published, title of article, title of journal, volume, page numbers

Proceedings of meetings and symposia: For all authors—author's last name, author's first initial(s), year published, title of paper/presentation, title of conference/meeting/symposium, editors (first initial, last name), page numbers, location, publisher

Book: For all authors—author's last name, author's first initial(s), year published, title of book, location, publisher

Book chapter: For all authors—author's last name, author's first initial(s), year published, title of chapter, editors (first initial, last name), title of book, page numbers, location, publisher

Monograph: For all authors—author's last name, author's first initial(s), year published, title of article, title of journal, volume, issue number, serial or whole number (enter as "Serial No. 219"), supplement or part number (if bound separately as a supplement to a journal)

Abstract: For all authors—author's last name, author's first initial(s), year published, title of abstract, title of journal, volume, page numbers

Technical or research report: For all authors—author's last name, author's first initial(s), year published, title of report, location, publisher

Review: For all authors—author's last name, author's first initial(s), year published, title of review, medium being reviewed (drop-down box: book, motion picture), work being reviewed, title of journal, volume, page numbers

- b. (If publication type = journal article or periodical, or proceedings) Is this a peer-reviewed publication?

(1) yes

(2) no

3. Indicate the time frame or award cycle when the NIDRR-funded research and related activity described in the publication was conducted.

a. current funding cycle

b. immediate past funding cycle

c. previous funding cycle (not consecutive)

Help: Indicate the funding cycle when the research or development work described in the publication was conducted.

4. Indicate whether the publication has been sent to NARIC for inclusion in REHABDATA. (To check the status of this publication in NARIC, visit <http://www.naric.com/research/rehab/>)
- (1) yes
- (2) no

Help: The National Rehabilitation Information Center (NARIC) is NIDRR's output clearinghouse. One of NARIC's functions is to collect and store all of the outputs produced by grantees. NIDRR uses the answer to this question as part of a report for NARIC that lists outputs for all grantees.

5. Was this publication produced as a direct result of receiving funding for this grant: i.e., grant number (PRELOADED)?
- (1) yes
- (2) no

(System will allow grantee to add additional publications for this and other fellows.)

Help: This helps NIDRR determine how many publications were produced as a direct result of NIDRR funding.

Enter the following information on award-related publications produced by graduate students in the current reporting period.

1. Name of graduate student (Last name, First initial, Middle initial)
- [Box], [Box], [Box]**

Help: Be sure not to enter duplicate records for staff members already listed. Typographical errors or misspellings will result in duplicate records for the same staff member. NIDRR uses the name fields to generate counts of staff members. Duplicate records will result in inaccurate counts.

2. Provide a full citation for each publication produced by this graduate student. To add a new citation, please select the category that best describes the publication from the drop-down box below, then click the "Next" button.

Type of publication: (drop-down box: journal article or periodical, web journal, proceedings of meetings and symposia, book or book chapter, monograph, abstract, technical or research report, review)

NOTE: System will display APA-required fields based on publication type, which are shown above under "fellows."



- b. (If publication type = journal article or periodical, or proceedings) Is this a peer-reviewed publication?
- (1) yes
- (2) no

Help: NIDRR generates counts of the types of publications being produced. NARIC receives this information in order to better track the types of publications being produced by NIDRR grantees.

3. Indicate the time frame or award cycle when the NIDRR-funded research and related activity described in the publication was conducted.
- a. current funding cycle
- b. immediate past funding cycle
- c. previous funding cycle (not consecutive)

Help: Indicate the funding cycle when the research or development work described in the publication was conducted.

4. Indicate whether the publication has been sent to NARIC for inclusion in REHABDATA. (To check the status of this publication in NARIC, visit <http://www.naric.com/research/rehab/>)
- (1) yes
- (2) no

Help: The National Rehabilitation Information Center (NARIC) is NIDRR's output clearinghouse. One of NARIC's functions is to collect and store all of the outputs produced by grantees. NIDRR uses the answer to this question as part of a report for NARIC that lists outputs for all grantees.

5. Was this publication produced as a direct result of receiving funding for this grant: i.e., grant number (PRELOADED)?
- (1) yes
- (2) no
- (System will allow grantee to add additional publications for this and other graduate students.)

Help: This helps NIDRR determine how many publications were produced as a direct result of NIDRR funding.

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## **Capacity-Building Activities—Additional Information (Applies to all except KT and ADA)**

1. Are there any other accomplishments or outputs from your capacity-building efforts that you would like to tell NIDRR about (e.g., poster presentations, successful other grant applications, etc.)? (Limit: 10,000 characters)

**[Box]**

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## Training Projects (All except ADA and ARRT)

Purpose: NIDRR project monitoring

Frequency of data collection: Once with annual progress updates

If you proposed specific training projects in your original proposal, please report on those here. If you did not, you may regroup your training activities into projects of like tasks.

If you submitted an annual report last year, a record for each training project you listed has been imported into your current APR. For these records, the text 'needs review' will appear in the 'date completed' column. Please review these records by clicking on the 'edit' link. After you "save," the system will update the date completed.

**ARRT grantees should not complete this section.** However, you will need to click "save and continue" or "save and exit" below before you can submit your APR form.

NOTE: If this is your first year, you will need to enter information for all of your projects.

Project ID	Project Title	Add/Edit Record	Delete Record	Date Completed
T1	Sample project	<a href="#">Edit</a>	<a href="#">Delete</a>	
		<a href="#">Add new</a>		

NOTE: System will assign a sequential number to each project, and the sequential number will appear in the summary table.

1. Enter the project title (Limit: 1,000 characters)

**[Box]**

Help: The project title should come from your grant application. NIDRR performs key word or phrase searches of the title field to determine the total number of projects on specific topics.

2. Name of person responsible for the project.

**[Box]**

3. Type of project (Select only one. Select 'other' only if no other category applies.)

- a. workshop
- b. webcast
- c. presentation
- d. training course
- e. curricula development
- f. training manual development

g. planning, conducting, or sponsoring a conference

h. other

Specify, if other: (Limit: 1,000 characters) **[Box]**

4. a. What is the status of the project? (Select only one)

(1) on time

(2) delayed

(3) completed

(4) not scheduled to start yet

(5) dropped

4. b. If "delayed," by how many months?

**[Box]**

4. c. If "delayed," what was the primary reason for the delay? (Limit: 4,000 characters)

**[Box]**

4. d. If "dropped," what was the major reason for dropping it? (Limit: 4,000 characters)

**[Box]**

4. e. If "dropped," was this change discussed with your project officer?

(1) yes

(2) no

5. a. Briefly describe the objective(s) of the project. (Limit: 4,000 characters)

5. b. Have there been substantial changes to the objective(s) for this project during the current reporting period?

(1) yes

(2) no

5. c. If "yes," have these changes been discussed with your project officer?

(1) yes

(2) no

5. d. If "yes," in one or two sentences, explain the reason for these changes. (Limit: 1,000 characters)

**[Box]**

Help:

- a. This information should come from the objectives description for this project in your original application.
- b. If the original objectives for this project have changed, describe the new objectives.
- d. NIDRR is beginning to content analyze the responses to this question in order to determine the most frequently reported reasons why project objectives need to be changed. Understanding these reasons will help improve NIDRR's monitoring efforts and meet departmental monitoring requirements.

6. Select the 1–2 primary target audiences for this project.

(Choose no more than two. Select 'other' only if no other category applies.)

- a. Researchers
- b. Practitioners/clinicians
- c. Service providers
- d. Educators
- e. Policy experts
- f. Federal and non-federal partners
- g. Industry representatives and/or product developers
- h. Employers
- i. Media
- j. Students
- k. Consumer advocates
- l. Individuals with disabilities and/or family members
  
- m. Other

Specify (if other) **[Box]**

Help: NIDRR aggregates information on target audiences across all grantees. We limit the response to two audiences because we want to develop frequency distributions on the primary audiences our grantees serve.

7. Which of your outcome-oriented goals does this project help to achieve?

If you have not yet entered outcome-oriented goals, please do so and then return to this question. If you revise your outcome-oriented goals, please return to this question and review your response.

(Select only one)

- Goal 1
- Goal 2
- Goal 3

(short title, as previously entered by grantee)

8. What steps have you taken to evaluate the impact of this training project?  
(Check all that apply. Select 'other' only if no other category applies.)

- a. None
- b. Key informant interviews
- c. Customer satisfaction survey
- d. Pre/post design
- e. Quasi-experimental
- f. Other

Specify (if other) [Limit: 1,000 characters] **[Box]**

Help: One of the best ways to assess the effectiveness of a training activity is through the use of a pre/post test design, which demonstrates change in awareness or attitudes or knowledge. If that is not possible due to resource or time constraints, grantees are encouraged to talk with the staff of the Center on Knowledge Translation for Disability and Rehabilitation Research (KTDRR).

9. What did you learn from this evaluation? (Limit: 5,000 characters)  
**[Box]**

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**Summary Table—Training Projects (system-generated, all except ADA)**

**List of project titles (sequential project number and project title):**

**T1: Sample project title 1**

**T2: Sample project title 2**

<b>Projects</b>	<b>T1</b>	<b>T2</b>
Type of project (Q3)	Workshop	Training course
Project status (Q4.a)	On schedule	Completed
Target audience(s) (Q6)	Researchers	Media Consumer advocates

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## Technical Assistance Activities (All except ARRT and ADA)

Purpose: NIDRR project monitoring

Frequency of data collection: Once with annual progress updates

In this section, we ask about your technical assistance activities in the current reporting period.

1. In the current reporting period, what was the most frequently used method of delivering technical assistance? (Select only one. Select 'other' only if no other category applies.)

- a. phone consultation
- b. e-mail
- c. the Web
- d. in-person
  
- e. other

Specify (if other) (Limit: 1,000 characters) **[Box]**

2. From the list below, select the primary audiences that most often requested technical assistance.

(Choose up to 2 audiences. Select 'other' only if no other category applies.)

- a. Researchers
- b. Practitioners/clinicians
- c. Service providers
- d. Educators
- e. Policy experts
- f. Federal and non-federal partners
- g. Industry representatives and/or product developers
- h. Employers
- i. Media
- j. Consumer advocates
- k. Individuals with disabilities and/or family members
- l. Other

Specify (if other) **[Box]**

Help: NIDRR aggregates information on target audiences across all grantees. We limit the response to two audiences because we want to develop frequency distributions on the primary audiences our grantees serve.

3. Briefly describe the nature of the technical assistance you provided to the audience(s) identified in Question 2. (Limit: 1,000 characters)

**[Box]**



4. Briefly comment on how the technical assistance provided in the current reporting period related to the goals of your award. (Limit: 1,000 characters)

**[Box]**

Help: In the “Planning for Outcomes and Significant Outputs, Outcome-Oriented Goals” section of the APR, you specified the major goals of your award. Describe how the technical assistance activities you provided in the current reporting period contributed to the achievement of these goals.

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### **Additional Notes (All except ARRT, KT, and ADA)**

Purpose: NIDRR project monitoring

Frequency of data collection: Once with annual progress updates

1. Please use this space to report any additional information on your current projects or activities that you would like NIDRR to know. (Limit: 5,000 characters)

**[Box]**

Help: This question gives grantees an opportunity to tell NIDRR anything else relating to their projects or activities that does not fit in the responses to the previous questions.

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## **Award-Specific Sections for Model Systems Clinical Care, Knowledge Translation Awards, and Disability Business Technical Assistance Centers**

(System will present appropriate section for these three types of grantees.)

### **Clinical Care (Applies to MS only)**

Purpose: NIDRR project monitoring

Frequency of data collection: Annual

Provide the following information for your entire grant, not for each of your projects.

1. Number of new patients enrolled in the database during the reporting period

**[Box]**

Help: If the answer is 'none,' please enter a '0' in the box.

2. Number of patients followed up during the reporting period

**[Box]**

Help: If the answer is 'none,' please enter a '0' in the box.

3. Briefly describe how R&D findings of your current Model Systems grant are used, or their anticipated use, in the clinical care setting. (Limit: 1,000 characters)

**[Box]**

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## **Knowledge Translation Awards—Projects and Activities Section (Applies to KT Only)**

KT Projects will be asked to group related activities or tasks into the categories below. Please use the definitions to select the type of project that best applies. NOTE: Definitions are taken from the “Disability and Rehabilitation Research Projects and Centers Program; Final Rule,” Federal Register, Vol. 62, No. 25, February 6, 1997 (<http://www.gpoaccess.gov/fr/index.html>).

The APR system will allow you to report as many different types of projects, and as many of each type, as necessary. Most grantees will need to report multiple types of projects.

Research activities focused on systematic study directed toward advancing knowledge of KT or technology transfer, testing an hypothesis, or evaluating the effectiveness of a new KT or technology transfer strategy or approach (e.g., refining and testing conceptual or theoretical models of KT or tech transfer, developing or evaluating standards of evidence grading; and evaluating the effectiveness of dissemination or technology transfer strategies).

(NOTE: Questions in this section are the same as those listed in the Research Projects Section above.)

Development activities focused on using knowledge and understanding gained from research to create KT or technology transfer related materials, devices, systems, or methods beneficial to the target population, including design and development of prototypes, processes and information products.

(NOTE: Questions in this section are the same as those listed in the Development Projects Section above.)

Dissemination and knowledge translation activities focused on the systematic exchange, synthesis, distribution, and ethically sound application of information or knowledge through a variety of ways for potential users or beneficiaries.

(NOTE: Questions in this section are the same as those listed in the Dissemination and Knowledge Translation Projects section above.)

Training activities focused on conducting a planned and systematic sequence of supervised instruction on KT or technology transfer that is designed to impart predetermined skills and knowledge.

(NOTE: Questions in this section are the same as those listed in the Training Projects section above.)

Technical Assistance activities focused on providing expertise or information on KT or technology transfer for use in problem solving.

(NOTE: Questions in this section are the same as those listed in the Technical Assistance activities section above.)

### Other KT or Tech Transfer activities

In this section, we ask you to answer some basic questions about your Knowledge Translation (KT) projects, including Technology Transfer projects where applicable. For purposes of the APR, a “KT project” can refer to a designated project that you proposed in your initial application or, if you did not propose projects, to a collection of related activities or tasks that you group together as a project for reporting. You are not required to group activities or tasks in the same way they were grouped in the original proposal. Whichever applies to you, the designation you use to identify projects will be carried forward to future APRs. The maximum number of KT projects you can report on is 10.

If you submitted an annual report last year, a record for each project listed has been imported into your current APR. For these records, the text ‘needs review’ will appear in the ‘date completed’ column. Please review these records by clicking on the ‘edit’ link. After you “save,” the system will update the date completed.

Please also add any projects not currently listed in the table and delete any records that are no longer needed. The ‘date completed’ column will display the date of the last save for each record.

NOTE: If this is your first year, you will need to enter information for all of your projects.

Project ID	Project Title	Add/Edit Record	Delete Record	Date Completed
T1	Sample project	<a href="#">Edit</a>	<a href="#">Delete</a>	
		<a href="#">Add new</a>		

1. Title of this KT project (Limit: 500 characters):

**[Box]**

2. Name of person responsible for this project

**[Box]**

3. Project start date (enter as “mm/dd/yyyy”)

**[Box]**

Help: Please verify the project start date.

4. Actual or projected project end date (enter as “mm/dd/yyyy”)

**[Box]**

Help: The anticipated end date of a project can change for various reasons.

5. a. What is the current status of this project?  
(Select only one)
- (1) on time
  - (2) delayed
  - (3) completed
  - (4) not scheduled to start yet
  - (5) dropped
5. b. If “delayed,” by how many months?  
**[Box]**
5. c. If “delayed,” what was the primary reason for the delay? (Limit: 4,000 characters)  
**[Box]**
5. d. If “dropped,” what was the major reason for dropping it? (Limit: 4,000 characters)  
**[Box]**
5. e. If “dropped,” was this change discussed with your project officer?
- Yes
  - No
6. a. Briefly describe the objectives of this project. (Limit: 4,000 characters)  
**[Box]**
6. b. Have there been substantial changes to the objective(s) for this project during the current reporting period?
- (1) yes
  - (2) no
6. c. If “yes,” have these changes been discussed with your project officer?
- (1) yes
  - (2) no
6. d. If “yes,” in one or two sentences, explain the reason for these changes. (Limit: 1,000 characters)  
**[Box]**

Help:

- a. This information should come from the objectives description for this project in your original application.
  - b. If the original objectives for this project have changed, describe the new objectives.
  - d. NIDRR is beginning to content analyze the responses to this question in order to determine the most frequently reported reasons why project objectives need to be changed. Understanding these reasons will help improve NIDRR's monitoring efforts and meet departmental monitoring requirements.
7. Describe your overall progress in implementing this project during the current reporting period (including any significant problems or challenges you encountered and the actions you took to remedy them). (Limit: 20,000 characters)  
**[Box]**

Help: Indicate progress toward original goals. Ideally, your description should include an update on ongoing activities, some reference to the original timeline for these activities and milestones, and progress toward these milestones.

8. Describe any preliminary findings or "lessons learned" in the current reporting period. (Limit: 5,000 characters)  
**[Box]**
9. Briefly describe any significant problems or challenges you encountered in the current performance period conducting your KT activities and summarize the actions you have taken to address them. (Limit: 20,000 characters)  
**[Box]**
10. Please update us on the status of problems or challenges that you reported in previous Annual Performance Reports. (Limit: 20,000 characters)  
**[Box]**

(System will automatically take respondent back to summary table at the beginning of this section, in order to add, edit, or delete projects.)

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## ADA Awards (Applies to ADA only)

Purpose: NIDRR project monitoring

Frequency of data collection: Once with annual updates

### ADAs —Training Projects

If you proposed specific training projects in your original proposal, please report on those here. If you did not, you may regroup your training activities into projects of like tasks.

If you submitted an annual report last year, a record for each project you listed has been imported into your current APR. For these records, the text 'needs review' will appear in the 'date completed' column. Please review these records by clicking on the 'edit' link. After you 'save,' the system will update the date completed.

NOTE: If this is your first year, you will need to enter information for all of your projects.

Project ID	Project Title	Add/Edit Record	Delete Record	Date Completed
T1	Sample project	<a href="#">Edit</a>	<a href="#">Delete</a>	
		<a href="#">Add new</a>		

1. Enter the project title: (Limit: 1,000 characters)

**[Box]**

Help: The project title should come from your grant application. NIDRR performs key word or phrase searches of the title field to determine the total number of projects on specific topics.

2. Name of person responsible for the project:

**[Box]**

3. Type of project: (Select only one. Select 'other' only if no other category applies.)

- a. workshop
- b. webcast
- c. presentation
- d. training course
- e. curricula development
- f. training manual development
- g. planning, conducting, or sponsoring a conference
- h. distance learning curricula

i. other

Specify (if other): (Limit: 1,000 characters) **[Box]**

4. a. What is the status of the project?

(Select only one)

(1) on time,

(2) delayed,

(3) completed,

(4) not scheduled to start yet,

(5) dropped

4. b. If "delayed," state the major reason for the delay: (Limit: 4,000 characters)

**[Box]**

5. In one or two sentences, briefly describe the objective(s) of the project. (Limit: 4,000 characters)

**[Box]**

Help: This information should come from the objectives description for this project in your original application.

6. Select the 1–2 primary target audiences for this project.

(Choose no more than two. Select 'other' only if no other category applies.)

- a. Researchers
- b. Practitioners/clinicians
- c. Service providers
- d. Educators
- e. Policy experts
- f. Federal and non-federal partners
- g. Industry representatives and/or product developers
- h. Employers
- i. Media
- j. Students
- k. Consumer advocates
- l. Individuals with disabilities and/or family members
- m. Business groups
- n. State/local government agencies
- o. Code officials responsible for physical accessibility requirements
- p. Architects and design professionals
- q. Attorneys or other legal professionals
- r. Other

Specify (if other) **[Box]**



Help: NIDRR aggregates information on target audiences across all grantees. We limit the response to two audiences because we want to develop frequency distributions on the primary audiences our grantees serve.

7. What steps have you taken to evaluate the impact of this training project?  
(Check all that apply. Select 'other' only if no other category applies.)

- a. None
- b. Key informant interviews
- c. Customer satisfaction survey
- d. Pre/post design
- e. Quasi-experimental
- f. Other

Specify (if other) (Limit: 1,000 characters) **[Box]**

8. What did you learn from this evaluation? (Limit: 5,000 characters)

**[Box]**

(System will allow grantee to report as many training projects as needed.)

**ADAs—Summary Table—Training Projects (system-generated)**

List of project titles (sequential project number and project title):

**T1: Sample project title 1**

**T2: Sample project title 2**

Projects	T1	T2
Type of project (Q3)	Workshop	Training course
Project status (Q4)	On schedule	Completed
Target audience(s) (Q6)	Researchers	Media Consumer advocates

**ADAs—Technical Assistance Activities**

In this section, please report on the technical assistance activities that you conduct for this award.

1. Please describe the nature and frequency of the following technical assistance that you have conducted in this reporting period.

(Check all that apply and enter volume [i.e., total number during this reporting period for each activity]. Select 'other' only if no other category applies.)

- a. Phone calls                      Volume:  
 b. E-mail                              Volume:  
 c. In-person                          Volume:  
 d. Other                                Volume:

Specify (if other) **[Box]**

2. Do you maintain or contribute to a Web site for technical assistance activities?

a. yes

b. no

If yes, Website address

**[Box]**

3. Please indicate the top two target audiences for your technical assistance activities. (Select only two, based on volume. Select "other" for this item only if none of the listed categories applies)

- a. Researchers  
 b. Practitioners/clinicians  
 c. Service providers  
 d. Educators  
 e. Policy experts  
 f. Federal and non-federal partners  
 g. Industry representatives and/or product developers  
 h. Employers  
 i. Media  
 j. Consumer advocates  
 k. Individuals with disabilities and/or family members  
 l. Business groups  
 m. State/local government agencies  
 n. Code officials responsible for physical accessibility requirements  
 o. Architects and design professionals  
 p. Attorneys or other legal professionals  
 q. Other

Specify (if other) **[Box]**

Help: NIDRR aggregates information on target audiences across all grantees. We limit the response to two audiences because we want to develop frequency distributions on the primary audiences our grantees serve.

4. Please elaborate on any problems or challenges that you encountered and your actions to remedy these challenges in the provision of technical assistance during this reporting period. (Limit: 5,000 characters)

**[Box]**

**ADAs—Dissemination**

What materials did you disseminate during this reporting period? Enter the number of copies of ADA-generated and non-ADA-generated materials distributed by electronic and other means.

Type of Materials	ADA-Generated		Non-ADA-Generated	
	Electronic	Other	Electronic	Other
Journal articles				
Project publications				
Video/audio tapes				
CDs/DVDs				
Books/book chapters				
Bulletins/newsletters/fact sheets				
Research reports/conference proceedings				
Other specify <b>[Box]</b>				

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## Performance: Outputs

Purpose: Evaluation and accountability; project monitoring and program improvement

Frequency of data collection: Once with annual updates

### Type 1 Outputs: Publications (Applies to all)

Enter all peer-reviewed and non-peer-reviewed publications, produced during the current reporting period, that were directly funded by this award. DO NOT include documents that are currently in review, accepted for publication, in press, or self-published. Once you have entered a publication in an annual report you cannot enter the same publication again in a subsequent annual or final report. **If a publication that you reported for fellows or graduate students also qualifies for entry in this section you will need to enter the citation again here.**

Include only publications that were directly funded by the current award.

If you have no publications to report during the current period, check the box below and then click "Save and Continue."

No publications to report during the current period

Otherwise, please complete the balance of this section.

(NOTE: If grantee checks the box above, they will be taken back to the Table of Contents.)

If you use ProCite® software to manage your publication information, our [upload tool](#) is available to transfer publications to the APR system.

The last column indicates whether the journal title that you entered is contained in the ISI® database. NIDRR uses this database to determine which citations entered by grantees can be included in its performance measures. It is extremely important that journal titles be entered correctly (e.g., with no abbreviations or spelling errors) so that your citations, where appropriate, will match the ISI database and can be counted.

After entering a journal title or proceeding, check the last column of the summary table to see whether the title you entered matches an entry in the ISI database. If it does not, you may choose "look up" to view a list of entries in the database. If you have entered the title incorrectly, select the correct title and click "OK" to change it.

Only journal articles and proceedings will have matches in the ISI database. If your journal article or proceeding does not have a match in the ISI database, you may still leave it as a publication output.

The table below is a summary of all records you have previously entered in this section.

ID Number	Full Citation	Add/Edit Record	Delete Record	Type of Publication	Timeframe When Work Conducted	Submitted to NARIC	ISI
1.1	Sample publication	<a href="#">Edit</a>	<a href="#">Delete</a>	Journal article	Current funding cycle	Yes	√
		<a href="#">Add new</a>					

(NOTE: System will add a sequential number within output type; the first record under “publications” is record 1.1; first record under Tools, Measures, and Intervention Protocols is record 2.1, etc.)

Help: For examples of how to report these types of accomplishments, go to <http://www.ncddr.org/new/announcements/2007apr.html> and look at the Performance Reporting Section for each type of award and or project.

1. a. Provide a full citation for this publication.  
Type of publication: (drop-down box: journal article or periodical, web journal, proceedings of meetings and symposia, book or book chapter, monograph, abstract, technical or research report, review)

NOTE: System will display APA-required fields based on publication type, which are shown in “Capacity-Building Activities” section.

1. b. (If publication type = journal article or periodical, or proceedings) Is this a peer-reviewed publication?
  - a. yes
  - b. no

Help:

- a. It is important for the full citation to be accurate and free of spelling or typographical errors. Counts of peer-reviewed journal articles and publications are included in NIDRR’s annual performance measures.
2. Indicate the time frame or award cycle when the NIDRR-funded research and related activity described in the publication was conducted.  
(Select only one)
  - a. current funding cycle
  - b. immediate past funding cycle
  - c. previous funding cycle (not consecutive)

Help: NIDRR tracks the time period between research and development work and production of outputs.

3. Indicate whether the publication has been sent to NARIC for inclusion in REHABDATA. (To check the status of this publication in NARIC, visit [http://www.naric.com/research/rehab/.](http://www.naric.com/research/rehab/))
- a. yes
- b. no

Help: The National Rehabilitation Information Center (NARIC) is NIDRR's output clearinghouse. One of NARIC's functions is to collect and store all of the outputs produced by grantees. NIDRR uses the answer to this question as part of a report for NARIC that lists outputs for all grantees.

4. Was this publication produced as a direct result of receiving funding for this grant; i.e., grant number (PRELOADED)?
- a. yes
- b. no

Help: This helps NIDRR determine how many publications were produced as a direct result of NIDRR funding.

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## Type 1 Outputs: Most Important Publications (Applies to all)

After entering all of your citations, select 1–3 publications that represent your “most important” publications during this reporting period.

To identify a publication as “most important,” click on the “Add new” link in the table below. You will then select the “most important publication” from your list of entered publications, and then be asked several follow-up questions about that publication. After you complete those questions for the first publication, you will be given an opportunity to identify additional publications as “most important.”

“Most important” publications refers to those that contribute the most to achieving the outcome-oriented goals for the award by advancing knowledge; increasing capacity for research, training or knowledge translation; or facilitating changes in policy, practice, or system capacity.

If none of your publications meet the “most important” standard, please click here:

No publications meet “most important” standard during this reporting cycle

Sequential ID Number	Full Citation	Add/Edit “Most Important” List	Delete from “Most Important” List
1.1		<a href="#">Edit</a>	<a href="#">Delete</a>
		<a href="#">Add new</a>	

Help: For examples of how to report these types of accomplishments, go to <http://www.ncddr.org/new/announcements/2007apr.html> and look at the Performance Reporting Section for each type of award and or project.

1. Select the publication that meets the “most important” standard.  
(NOTE: System will list all publications entered, for grantee to choose from.)

Help: NIDRR collects information on publications (Type 1 outputs) for two of its performance measures and for possible inclusion in the Rehabilitation Services Administration Annual Report to Congress. Questions in this section only apply to publications the grantee deems “most important” to achieving the goals for the award. This reduces the number of questions a grantee has to answer.

2. Select the one research or development project that played the biggest role in the development of the output. Or, you may select ‘general activities.’ Select this category only if you are unable to specify one research or development project. (ARRT grantees should select ‘general activities,’ since they do not conduct research or development projects.)

If you have not yet entered research and development projects, please do so and then



return to this question.

(Select only one)

(NOTE: System will list all projects entered for grantee to choose from.)

- D1
- R1
- General activities

If 'General activities,' provide a brief description. **[Box]**

Help: NIDRR seeks to link specific projects and their activities with the outputs that resulted from these projects and activities. The Department of Education is interested in tracking relationships between research activities and results.

Help for “general activities” response option: Explain the general activities you conducted that resulted in development of this output.

3. For this “most important” publication, select the outcome-oriented goal that corresponds most closely to this accomplishment.

If you have not yet entered outcome-oriented goals, please do so and then return to this question. If you revise your outcome-oriented goals, please return to this question and review your response.

(Select only one)

- G1
- G2

Help: The goals you entered in “Planning for Outcomes and Significant Outputs” section appear below. NIDRR is interested in how publications map to grantee goals. The Department of Education is interested in tracking the relationship between outputs and goals.

4. a. Select the one NIDRR domain that corresponds most closely to the setting or topical area where this accomplishment is occurring. If the accomplishment is occurring in more than one domain, grantees may check “cross-cutting” and specify the multiple domains that apply. NOTE: Accomplishments that result from Technology, Demographics, and/or Knowledge Translation activities are also expected to fit into the following domains.

(Select only one)

- (1) health and function
- (2) employment
- (3) participation and community living
- (4) cross-cutting (specify two or more domains that apply)

4. b. If “cross-cutting,” specify two or more domains that apply.
- (1) health and function
  - (2) employment
  - (3) participation and community living

Help:

- a. NIDRR is often asked to generate lists of publications by domains in our Long-Range Plan. Responses are used to categorize the number of publications produced by domain of the Long-Range Plan.
- b. The cross-cutting domain shows that a disability research project often spans two or more Long-Range Plan domains because of the multi-disciplinary nature of disability research.

5. Provide a bulleted list of the “key findings” or “lessons learned” contained in this publication. (Limit: 5,000 characters)

**[Box]**

6. Briefly describe how this publication is contributing to the outcome-oriented goal by solving a problem, closing an identified gap, or benefiting the target population. (Limit: 1,000 characters)

**[Box]**

(System will allow grantee to identify another most important publication or advance to next section.)

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## **Type 2 Outputs: Tools, Measures, and Intervention Protocols (Applies to all)**

Type 2 outputs focus on the most important tools, measures, or intervention protocols directly funded by this award during the current reporting period. Include only tools, measures, and intervention protocols that were directly funded by the current award. NIDRR defines a “tool” (which includes measures and intervention protocols) to include instruments or processes created to acquire quantitative or qualitative information, knowledge, or data on a specific disability or rehabilitation issue.

“Most important” tools refers to those that contribute the most to achieving the outcome-oriented goals for the award by advancing knowledge; increasing capacity for research, training or knowledge translation; or facilitating changes in policy, practice, or system capacity.

NOTE: It is important to stress that tools, measures, and intervention protocols reported in this section must: (1) be directly funded by the current award, (2) be delivered or disseminated to external audiences during the current reporting period. NIDRR defines “external audiences” as audiences that exist outside of the boundaries of project staff and collaborators associated with an award, including outside of NIDRR-sponsored project directors’ meetings.

NIDRR did not provide a place within the APR for grantees to report on the presentations made within a reporting period. This is because the agency does not have a performance measure that corresponds to presentations and, as a result, is no longer collecting information on the number and titles of presentations made within a given reporting performance period. However, there is nothing to prevent grantees from reporting a presentation as a ‘most important’ accomplishment, if they feel it meets the definition of most important. This can be done in two places in the Performance Section: first, under outputs Types 2-4 for Tools, Technology Products, and/or Information Products; and/or, second, in the following section under ‘Other Accomplishments and Contributions,’ if grantees feel a presentation falls within the criteria for this item.

Help: For examples of how to report these types of accomplishments, go to <http://www.ncddr.org/new/announcements/2007apr.html> and look at the Performance Reporting Section for each type of award and or project.

1. Did you develop, modify, test or evaluate any tools, measures or intervention protocols under this award that were disseminated or delivered to external audiences during the current reporting period?

Yes

No

(If “yes,” system will present balance of this section. If “no,” system will take grantee back to table of contents.)

Briefly describe 1–2 Type 2 outputs that represent the most important accomplishments in this category for the current reporting period. Your description should include an explanation of how the tool was validated or tested.

For each output that you enter, you will be asked several follow-up questions. After you complete those questions, you will be given an opportunity to enter additional most important tools. (NOTE: NIDRR defines a **validated** tool, measure, or intervention protocol as an instrument or process created, in whole or in part using NIDRR funding, to acquire quantitative or qualitative information, knowledge, or data on a specific disability or rehabilitation issue which provides a high degree of assurance that the specific instrument or process will consistently produce a product meeting its pre-determined specifications and quality attributes.)

If none of your tools meet the “most important” standard, please check the box below.

No tools meet “most important” standard during this reporting cycle

Sequential ID Number	Name of Tool	Add/Edit Record	Delete Record	Date Completed
T1	Sample tool	<u>Edit</u>	<u>Delete</u>	
		<u>Add new</u>		

NOTE: System will need to assign a sequential ID number to each tool.

1. Name of most important tool: (Limit: 500 characters)

**[Box]**

2. Select the one research or development project that played the biggest role in the development of the output. Or, you may select ‘general activities.’ Select this category only if you are unable to specify one research or development project. (ARRT grantees should select ‘general activities,’ since they do not conduct research or development projects.)

If you have not yet entered research and development projects, please do so and then return to this question.

(Select only one)

(NOTE: System will list all projects entered for grantee to choose from.)

- D1
- R1
- General Activities

If ‘General activities,’ provide a brief description. **[Box]**

Help: NIDRR seeks to link specific projects and their activities with the outputs that resulted from these projects and activities. The Department of Education is interested in tracking relationships between research activities and results.

Help for “general activities” response option: Explain the general activities you conducted that resulted in development of this output.

3. Brief description of the purpose of this tool: (Limit: 1,000 characters)

**[Box]**

4. Brief explanation of how the tool was validated or tested: (Limit: 1,000 characters)

**[Box]**

Help: Outline the steps the investigators went through to validate or test the tool (i.e., to ensure that the technology product/device does what it is supposed to do). If the steps are clearly outlined, they should be easily replicated. Inaccurate and invalid scientific information that is translated and disseminated to target audiences is of little use to its intended beneficiaries. Information, and claims based on that information, can be validated by making a conscious effort to obtain feedback from qualified experts, which can be achieved in a number of ways.

5. Select the category that best describes the type of tool. (Select only one. Select 'other' only if no other category applies.)

- a. checklist
- b. survey questionnaire or interview schedule
- c. diagnosis or assessment instrument, including physiologic measure
- d. outcome measures
- e. intervention protocol or program
- f. statistical technique
- g. database
- h. other

Specify (if other): **[Box]**

Help: NIDRR generates counts of the types of tools being produced. NARIC receives this information in order to better track the types of tools being produced by NIDRR grantees.

6. Does this tool acknowledge NIDRR funding?

- a. yes
- b. no

Help: The answer to this question helps NIDRR and its grantees receive credit for developing the tool.

7. For this “most important” tool, select the outcome-oriented goal that corresponds most closely to this accomplishment.

If you have not yet entered outcome-oriented goals, please do so and then return to this question. If you revise your outcome-oriented goals, please return to this question and review your response.

(Select only one)

- G1
- G2

Help: The goals you entered in “Planning for Outcomes and Significant Outputs” section appear below. NIDRR is interested in how tools map to grantee goals. The Department of Education is interested in tracking the relationship between outputs and goals.

8. a. Select the one NIDRR domain that corresponds most closely to the setting or topical area where this accomplishment is occurring. If the accomplishment is occurring in more than one domain, grantees may check “cross-cutting” and specify the multiple domains that apply. NOTE: Accomplishments that result from Technology, Demographics, and/or Knowledge Translation activities are also expected to fit into the following domains.  
(Select only one)

- (1) health and function
- (2) employment
- (3) participation and community living
- (4) cross-cutting (specify two or more domains that apply)

8. b. If “cross-cutting,” specify two or more domains that apply.

- (1) health and function
- (2) employment
- (3) participation and community living

Help:

- a. NIDRR is often asked to generate lists of tools by domains in our Long-Range Plan. Responses are used to categorize the number of tools produced by domain of the Long-Range Plan.
- b. The cross-cutting domain shows that a disability research project often spans two or more Long-Range Plan domains because of the multi-disciplinary nature of disability research.

9. Briefly describe how this tool is contributing to the above outcome-oriented goal by solving a problem, closing an identified gap, or benefiting the target population. (Limit: 1,000 characters)

**[Box]**

10. Is this tool described in a publication listed above under Type 1 outputs?

- a. yes
- b. no

(If “yes,” system will require Item 11 to be answered.)

11. If “yes,” click on the radio button beside the publication that contains the best description of this tool.

	Sequential ID Number	Full Citation
<input type="radio"/>	1.1	Sample publication

(Item 12 is only for those who do not identify a publication.)

12. If this tool is not described in a publication, provide the citation or source (e.g., web site) where a description of the tool can be found. (Limit: 1,000 characters)

**[Box]**

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### Summary Table—Type 2 Outputs (Tools) (system-generated, applies to all)

This table displays summary information about each Type 2 output you have entered.

	Tool #1	Tool #2
Sequential ID Number	1	2
Name of tool (Q1)	Sample tool 1	Sample tool 2
Research or development project that played the biggest role in the development of output (Q2)	R1	D1
Type of tool (Q5)	Checklist	Outcome measure
Number of corresponding outcome goal (Q7)	2	3
Described in current publication (Q10)	Yes	No
If yes, sequential ID number of publication (Q11)	1.1	1.3

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### **Type 3 Outputs: Technology Products and Devices (Applies to all)**

Type 3 outputs focus on the “most important” technology products and devices directly funded by this award during the current reporting period. Include only technology products and devices that were directly funded by the current award. Technology products and devices include: industry standards and guidelines; software or netware; inventions; patents, licenses, and patent disclosures; working prototypes; products/concepts evaluated; products transferred to industry for potential commercialization; and products in the marketplace.

“Most important” technology products and devices refer to those that contribute the most to achieving the outcome-oriented goals for the award by advancing knowledge; increasing capacity for research, training or knowledge translation; or facilitating changes in policy, practice, or system capacity.

NOTE: It is important to stress that technology products and devices reported in this section must: (1) be directly funded by the current award, (2) be delivered or disseminated to external audiences during the current reporting period. NIDRR defines “external audiences” as audiences that exist outside of the boundaries of project staff and collaborators associated with an award, including outside of NIDRR-sponsored project directors’ meetings.

NIDRR did not provide a place within the APR for grantees to report on the presentations made within a reporting period. This is because the agency does not have a performance measure that corresponds to presentations and, as a result, is no longer collecting information on the number and titles of presentations made within a given reporting performance period. However, there is nothing to prevent grantees from reporting a presentation as a ‘most important’ accomplishment, if they feel it meets the definition of most important. This can be done in two places in the Performance Section: first, under outputs Types 2-4 for Tools, Technology Products, and/or Information Products; and/or, second, in the following section under ‘Other Accomplishments and Contributions,’ if grantees feel a presentation falls within the criteria for this item.

Help: For examples of how to report these types of accomplishments, go to <http://www.ncddr.org/new/announcements/2007apr.html> and look at the Performance Reporting Section for each type of award and or project.

1. Did you develop, modify, test or evaluate any technology products or devices under this award that were disseminated or delivered to external audiences during the current reporting period?

Yes

No

(If “yes,” system will present balance of this section. If “no,” system will take grantee back to the table of contents.)

Briefly describe 1–2 Type 3 outputs that represent the “most important” accomplishments in this category for the current reporting period. Your description should include an explanation of how the technology product/device is being tested or evaluated.

For each technology product/device that you enter, you will be asked several follow-up

questions. After you complete those questions, you will be given an opportunity to enter additional “most important” technology products/devices.

If none of your technology product/devices meet the “most important” standard, please check the box below.

- No technology products/devices meet “most important” standard during this reporting cycle

Sequential ID Number	Name of Technology Product/Device	Add/Edit Record	Delete Record	Date Complete
T1	Sample technology product/device	<a href="#">Edit</a>	<a href="#">Delete</a>	
		<a href="#">Add new</a>		

NOTE: System will assign a sequential ID number to each technology product/device.

- Name of “most important” technology product/device: (Limit: 500 characters)  
**[Box]**
- Select the one research or development project that played the biggest role in the development of the output. Or, you may select 'general activities.' Select this category only if you are unable to specify one research or development project. (ARRT grantees should select 'general activities,' since they do not conduct research or development projects.)

If you have not yet entered research and development projects, please do so and then return to this question.

(Select only one)

(NOTE: System will list all projects entered for grantee to choose from.)

- D1
- R1
- General Activities

If 'General activities,' provide a brief description. **[Box]**

Help: NIDRR seeks to link specific projects and their activities with the outputs that resulted from these projects and activities. The Department of Education is interested in tracking relationships between research activities and results.

Help for “general activities” response option: Explain the general activities you conducted that resulted in development of this output.

- Brief description of the purpose of the technology product/device: (Limit: 1,000 characters)  
**[Box]**

4. Brief explanation of how technology product/device was validated or tested. (Limit: 1,000 characters)

**[Box]**

Help: Outline the steps the investigators went through to validate or test the tool (i.e., to ensure that the technology product/device does what it is supposed to do). If the steps are clearly outlined, they should be easily replicated. Inaccurate and invalid scientific information that is translated and disseminated to target audiences is of little use to its intended beneficiaries. Information, and claims based on that information, can be validated by making a conscious effort to obtain feedback from qualified experts, which can be achieved in a number of ways.

5. Select the category that best describes the type of technology product/device. (Select 'other' only if no other category applies)

- a. industry standards/guidelines
- b. software or netware
- c. invention
- d. patent(s), licenses, patent disclosures
- e. working prototype
- f. product(s) evaluated or field tested
- g. product(s) transferred to industry for potential commercialization
- h. product(s) in the marketplace
- i. other

Specify (if other) **[Box]**

Help: NIDRR generates counts of the types of publications being produced. NARIC receives this information in order to better track the types of publications being produced by NIDRR grantees.

Technology products and devices include:

- a. **Industry standards/guidelines:** Creating a standard or protocol that is adopted by research, clinical, or industry associations for use by their constituents (source: adapted from an email message from NIDRR's RERC on Technology Transfer, received Oct. 6, 2006.)
- b. **Software or netware:** Software is the entire set of programs, procedures, and related documentation associated with a system, especially a computer system (source: Merriam-Webster's Online Dictionary, <http://www.merriam-webster.com/dictionary>). Netware is an [operating system](#) used on file servers, and designed to offer a very fast and efficient [Network File System](#) to PCs and Macintosh computers.
- c. **Invention:** A device, contrivance, or process originated after study and experiment (source: Merriam-Webster's Online Dictionary, <http://www.merriam-webster.com/dictionary>).
- d. **Patents, licenses, patent disclosures:** A **patent** secures for a term of years the exclusive right to make, use, or sell an invention. A **license** is a grant by the holder of a copyright or patent to another of any of the rights embodied in the

copyright or patent short of an assignment of all rights (source: Merriam-Webster's Online Dictionary, <http://www.merriam-webster.com/dictionary>). A **patent disclosure**, given in return for a **patent**, is a complete description or *disclosure* of the **invention** for which protection is sought (source: United States Patent and Trademark Office, <http://www.uspto.gov/main/glossary/index.html#d>).

- e. **Working prototype:** A first full-scale and usually functional form of a new type of design of a construction (source: Merriam-Webster's Online Dictionary, <http://www.merriam-webster.com/dictionary>).
- f. **Product(s) evaluated or field tested:** a product or procedure that has been tested in actual situations reflecting intended use (source: Merriam-Webster's Online Dictionary, <http://www.merriam-webster.com/dictionary>).
- g. **Product(s) transferred to industry for potential commercialization:** the product has been built, evaluated, and field-tested. An industry partner (e.g., company or organization) is now interested in mass-producing and marketing the product for distribution to customers (source: adapted from an email message from NIDRR's RERC on Technology Transfer, received Oct. 6, 2006.)
- h. **Product(s) in the marketplace:** Products that have been commercialized and are available for purchase by customers (source: adapted from an email message from NIDRR's RERC on Technology Transfer, received Oct. 6, 2006.)

6. Does this technology product/device acknowledge NIDRR funding?

- a. yes
- b. no

Help: The answer to this question helps NIDRR and its grantees receive credit for developing the tool.

7. For this "most important" technology product/device, select the outcome-oriented goal that corresponds most closely to this accomplishment.

If you have not yet entered outcome-oriented goals, please do so and then return to this question. If you revise your outcome-oriented goals, please return to this question and review your response.

(Select only one)

- G1
- G2

Help: The goals you entered in "Planning for Outcomes and Significant Outputs" section appear below. NIDRR is interested in how technology products/devices map to grantee goals. The Department of Education is interested in tracking the relationship between outputs and goals. (

8. Briefly describe how this technology product/device is contributing to the outcome-oriented goal by solving a problem, closing an identified gap, or benefiting the target population. (Limit: 1,000 characters)

[Box]

9. a. Select the one NIDRR domain that corresponds most closely to the setting or topical area where this accomplishment is occurring. If the accomplishment is occurring in more than one domain, grantees may check “cross-cutting” and specify the multiple domains that apply. NOTE: Accomplishments that result from Technology, Demographics, and/or Knowledge Translation activities are also expected to fit into the following domains.  
(Select only one)
- (1) health and function
  - (2) employment
  - (3) participation and community living
  - (4) cross-cutting (specify two or more domains that apply)
9. b. If “cross-cutting,” specify two or more domains that apply.
- (1) health and function
  - (2) employment
  - (3) participation and community living

Help:

- a. NIDRR is often asked to generate lists of technology products by domains in our Long-Range Plan. Responses are used to categorize the number of technology products produced by domain of the Long-Range Plan.
- b. The cross-cutting domain shows that a disability research project often spans two or more Long-Range Plan domains because of the multi-disciplinary nature of disability research.

10. Is this technology product described in a publication listed above under Type 1 outputs?
- a. yes
  - b. no
- (If “yes,” system will require Item 11)

11. If “yes,” click on the radio button beside the publication that contains the best description of this technology product.

Sequential ID Number		Full Citation	
<input type="radio"/>	1.1	Sample publication	

(Item 12 is only for those who do not identify a publication.)

12. If this technology product is not described in a publication, provide the citation or source (e.g., web site) where a description of the product can be found. (Limit: 1,000 characters)

**[Box]**

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**Summary Table—Type 3 Outputs (Technology Products) (system-generated, applies to all)**

This table displays summary information about each Type 3 output you have entered.

	<b>Tool #1</b>	<b>Tool #2</b>
Sequential ID Number	1	2
Name of technology product (Q1)	Sample tool 1	Sample tool 2
Research or development project that played the biggest role in the development of output (Q2)	R1	D1
Type of technology product (Q5)	Checklist	Outcome measure
Number of corresponding outcome goal (Q7)	2	3
Described in current publication (Q10)	Yes	No
If yes, sequential ID number of publication (Q11)	1.1	1.3

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## Type 4 Outputs: Informational Products (Applies to all)

Type 4 outputs focus on the “most important” informational products directly funded by this award during the current reporting period. Include only informational products that were directly funded by the current award. Informational products can include training manuals or curricula; fact sheets; newsletters; audiovisual materials; marketing tools; educational aids; web sites or other Internet sites that were produced in conjunction with your research and development, training, dissemination, knowledge translation, and/or consumer involvement activities.

“Most important” informational products refer to those that contribute the most to achieving the outcome-oriented goals for the award by advancing knowledge; increasing capacity for research, training or knowledge translation; or facilitating changes in policy, practice, or system capacity.

NOTE: It is important to stress that information products reported in this section must: (1) be directly funded by the current award, (2) be delivered or disseminated to external audiences during the current reporting period. NIDRR defines “external audiences” as audiences that exist outside of the boundaries of project staff and collaborators associated with an award, including outside of NIDRR-sponsored project directors’ meetings.

NIDRR did not provide a place within the APR for grantees to report on the presentations made within a reporting period. This is because the agency does not have a performance measure that corresponds to presentations and, as a result, is no longer collecting information on the number and titles of presentations made within a given reporting performance period. However, there is nothing to prevent grantees from reporting a presentation as a ‘most important’ accomplishment, if they feel it meets the definition of most important. This can be done in two places in the Performance Section: first, under outputs Types 2-4 for Tools, Technology Products, and/or Information Products; and/or, second, in the following section under ‘Other Accomplishments and Contributions,’ if grantees feel a presentation falls within the criteria for this item.

Help: For examples of how to report these types of accomplishments, go to <http://www.ncddr.org/new/announcements/2007apr.html> and look at the Performance Reporting Section for each type of award and or project.

1. Did you develop, create, test or evaluate any informational products under this award that were disseminated or delivered to external audiences during the current reporting period?  
 Yes  
 No  
(If “yes,” system will present balance of this section. If “no,” system take grantee back to the table of contents.)

Briefly describe 1–2 Type 4 outputs that represent the “most important” accomplishments in this category for the current reporting period. Your description should include an explanation of how the informational product is being tested or evaluated.

For each output that you enter, you will be asked several follow-up questions. After you



complete those questions, you will be given an opportunity to enter additional “most important” informational products.

If none of your informational products meet the “most important” standard, please check the box below.

No informational products meet “most important” standard.

Sequential ID Number	Name of Informational Product	Add/Edit Record	Delete Record	Date Completed
4.1	Sample product	<a href="#">Edit</a>	<a href="#">Delete</a>	
		<a href="#">Add new</a>		

NOTE: System will assign a sequential ID number to each informational product.

1. Name of “most important” informational product. (Limit: 500 characters)

**[Box]**

2. Select the one research or development project that played the biggest role in the development of the output. Or, you may select 'general activities.' Select this category only if you are unable to specify one research or development project. (ARRT grantees should select 'general activities,' since they do not conduct research or development projects.)

If you have not yet entered research and development projects, please do so and then return to this question.

(Select only one)

(NOTE: System will list all projects entered for grantee to choose from.)

D1

R1

General Activities

If 'General activities,' provide a brief description. **[Box]**

Help: NIDRR seeks to link specific projects and their activities with the outputs that resulted from these projects and activities. The Department of Education is interested in tracking relationships between research activities and results.

Help for “general activities” response option: Explain the general activities you conducted that resulted in development of this output.

3. Brief description of the purpose of the informational product. (Limit: 1,000 characters)

**[Box]**

4. Brief explanation of how the informational product was validated or tested. (Limit: 1,000 characters)

**[Box]**

Help: Outline the steps the investigators went through to validate or test the tool (i.e., to ensure that the technology product/device does what it is supposed to do). If the steps are clearly outlined, they should be easily replicated. Inaccurate and invalid scientific information that is translated and disseminated to target audiences is of little use to its intended beneficiaries. Information, and claims based on that information, can be validated by making a conscious effort to obtain feedback from qualified experts, which can be achieved in a number of ways.

5. Select the category that best describes the type of informational product:  
(Select 'other' only if no other category applies.)

- a. training manuals/curricula
- b. fact sheets
- c. newsletters
- d. audiovisual materials
- e. marketing tools
- f. educational aids
- g. Web sites or other Internet sites
- h. other

Specify (if other) **[Box]**

Help: NIDRR generates counts of the types of informational product being produced. NARIC receives this information in order to better track the types of informational products being produced by NIDRR grantees.

6. Does this informational product acknowledge NIDRR funding (if applicable)?
- a. yes
- b. no

Help: The answer to this question helps NIDRR and its grantees receive credit for developing the informational product.

7. For this "most important" informational product, select the outcome-oriented goal that corresponds most closely to this accomplishment.  
If you have not yet entered outcome-oriented goals, please do so and then return to this question. If you revise your outcome-oriented goals, please return to this question and review your response.

(Select only one)

- G1
- G2

Help: The goals you entered in “Planning for Outcomes and Significant Outputs” section appear below. NIDRR is interested in how informational products map to grantee goals. The Department of Education is interested in tracking the relationship between outputs and goals. (

8. Briefly describe how this informational product is contributing to the outcome-oriented goal identified by solving a problem, closing an identified gap, or benefiting the target population. (Limit: 1,000 characters)

**[Box]**

9. a. Select the one NIDRR domain that corresponds most closely to the setting or topical area where this accomplishment is occurring. If the accomplishment is occurring in more than one domain, grantees may check “cross-cutting” and specify the multiple domains that apply. NOTE: Accomplishments that result from Technology, Demographics, and/or Knowledge Translation activities are also expected to fit into the following domains.  
(Select only one)

- (1) health and function
- (2) employment
- (3) participation and community living
- (4) cross-cutting (specify two or more domains that apply)

9. b. If “cross-cutting,” specify two or more domains that apply.

- (1) health and function
- (2) employment
- (3) participation and community living

Help:

- a. NIDRR is often asked to generate lists of informational products by domains in our Long-Range Plan. Responses are used to categorize the number of publications produced by domain of the Long-Range Plan.
- b. The cross-cutting domain shows that a disability research project often spans two or more Long-Range Plan domains because of the multi-disciplinary nature of disability research.

10. Is this informational product described in a publication listed above under Type 1 outputs?

- a. yes
- b. no

(If “yes,” system will require Item 11.)

11. If “yes,” click on the radio button beside the publication that contains the best description of this informational product.

	Sequential ID Number	Full Citation
<input type="radio"/>	1.1	Sample publication

(Item 12 is only for those who do not identify a publication.)

12. If this informational product is not described in a publication, provide the citation or source (e.g., web site) where a description of the product can be found. (Limit: 1,000 characters)

**[Box]**

[Return to Table of Contents](#)

### Summary Table—Type 4 Outputs (Informational Products) (system-generated)

This table displays summary information about each Type 4 output you have entered.

	Product #1	Product #2
Sequential ID Number	1	2
Name of informational product (Q1)	Sample informational product 1	Sample informational product 2
Research or development project that played the biggest role in the development of output (Q2)	R1	D1
Type of informational product (Q5)	Fact sheets	Marketing tools
Number of corresponding outcome goal (Q7)	2	3
Described in current publication (Q10)	Yes	No
If yes, sequential ID number of publication (Q11)	1.1	1.3

[Return to Table of Contents](#)

## **Performance: Outcomes (Accomplishments): External Use and Adoption of NIDRR-Funded Outputs (Applies to all)**

*You must complete the "Performance: Outputs" section before beginning this section.*

Purpose: Evaluation and accountability, project monitoring, and program improvement

Frequency: Annual

The frequency for this section is 'annual.' Records are not carried forward from one year to the next, as in some sections of the APR.

**Complete the "Performance: Outputs" section of your APR before entering information in this section. All Type 1 outputs (publications) for the current reporting period and all "most important" Type 2-4 outputs (tools, measures, and intervention protocols; technology products and devices; and informational products) for the current reporting period must be reported in the "Performance: Outputs" section.**

This section requests information about the external use or adoption of up to five outputs that are related to the objectives of the current award and that were produced by you with NIDRR funding either under the current award or in a previous NIDRR funding cycle. "External use or adoption" refers to use or adoption by persons or groups external to the grant (i.e., not project staff or collaborators). Click here for examples of external use and adoption.

NOTE: It is important to stress that **outputs reported in this section can be based on research, development, and related activities that you conducted in a previous reporting period or NIDRR funding cycle as long as the outputs are related to the objectives of the current award** and were used or adopted during the current reporting period by persons or groups external to the grant.

To complete this sub-section, you will either select from a list of previously reported outputs (beginning with the 2007 reporting period, and including outputs entered in earlier sections of the current APR) or enter new outputs not previously reported. You must complete the Performance: Outputs section before the External Use section so that all of this year's outputs will be included in the list. Examples of outputs not previously reported are outputs produced prior to the 2007 reporting period, produced in a previous funding cycle (under a different grant number), Type 2-4 outputs not previously reported because they were not considered 'most important,' or outputs you did not report at the appropriate time.

If you answer 'yes' to both Question 1 and Question 2 below, you must report at least one output on the following page. If you answer 'no' to either of these questions, this section is complete.

You may upload up to 5 files to provide evidence of use/adoption in question 6 and up to 5 files to provide evidence of the output's role in bringing about changes in question 13. In questions 5-6 and 12-13, you may also both upload evidence and describe where NIDRR can find documentation.

You may use the [list of previously reported outputs](#) for this award (beginning with the 2007 reporting period, and including outputs entered in earlier sections of your current APR) for

reference in answering the following questions. For additional details concerning any of the outputs listed, please access the relevant APR.

Help: Examples of external use or adoption include, but are not limited to:

A research finding, a new prototype, tool, engineering standard, or information product of this grant is discussed in a publication, a syndicated story with regional or national circulation, a consumer newsletter, etc., by someone who is not project staff, a collaborator, or a person otherwise associated with your project or its members.

Your program—possibly in a previous NIDRR funding cycle--created an instrument that is related to the objectives of the current award. This instrument is now being used in someone else's research.

Your program—possibly In a previous NIDRR funding cycle--developed an assistive device that is related to the objectives of the current award. This device is now being manufactured for, and used by, individuals with disabilities.

1. Were any outputs produced under this award, or produced in a previous NIDRR funding cycle and related to the objectives of the current award, used or adopted by persons or groups external to the grant during the current reporting period?
  - a. yes
  - b. no (If "no," system will take grantee back to the Table of Contents)

Help: This section of the APR is very important to NIDRR because part of NIDRR's mission is to promote the use of new knowledge that our grantees create.

2. If 'yes,' can you provide evidence of the use or adoption of this output (e.g., an electronic copy of descriptions of the use or adoption, such as in professional journals or books, websites, newspapers, newsletters, or testimonial letters)?
  - a. yes
  - b. no (If "no," system will take grantee back to the Table of Contents)

(Page break here)

As you report outputs that have been used or adopted by persons or groups external to the grant during the current reporting period, they will appear in [Table 1](#) below. This table will be empty until you select or enter the outputs you want to report for the current reporting period.

**To report the use or adoption of a previously reported output**, go to Table 2, find the output you want to report, and click on the 'Select Output' link. The selected output will then appear in Table 1 and will be grayed out in Table 2.

For each output that you select, you will be asked a series of questions about the output and its external use or adoption. The information provided at the top of the page in the shaded area cannot be edited or deleted as it is information you have previously reported for this output. Once you have completed the questions about the first output and clicked 'save', you will be taken back to the previous page where you can choose to report another output. You may report up to **five** outputs.

**To report the use or adoption of an output not previously reported**, use the 'Add Type...' links at the bottom of the page. **Use these links only if you do not find the output listed in Table 2.** There is a link for each type of output. Choose the appropriate one and enter details about the output you want to report. Once you answer all the questions and click 'save' you will be taken to another page where you will report on the external use and adoption of the output. Outputs not previously reported will be identified in Table 1 by an asterisk and a footnote that reads, 'Output not reported in previous APRs.' You will be asked to answer a series of questions about each output you report. Once you have completed the questions about the first output and clicked 'save,' you will be taken back to the previous page where you can choose to report another output. You may report up to **five** outputs.

**Table 1. Outputs Used or Adopted By Persons or Groups External to the Grant During the Current Reporting Period**

(Example of a listing for one grantee)

Reporting Period	Type	Title or Name	Edit Record	Delete Record	Date Completed
<i>No records selected</i>					

NOTE: Outputs not reported in previous APRs will be identified by an asterisk in the "reporting period" column.



**Table 2. All Outputs Reported For This Award**  
**(For additional details concerning any of the outputs listed, please access the relevant APR.)(Example of a listing for one grantee)**

<b>Reporting Period</b>	<b>Type</b>	<b>Title or Name</b>	<b>Action</b>
2012	1 (publication)	Publication title	Select Output
2012	2 (tool)	Name of tool	Select Output
2011	1 (publication)	Publication title	Select Output
2011	2 (tool)	Name of tool	Select Output
2010	3 (technology product)	Name of technology product	Select Output
2010	4 (informational product)	Name of informational product	Select Output
2009	1 (publication)	Publication title	Select Output
2009	2 (tool)	Name of tool	Select Output
2008	3 (technology product)	Name of technology product	Select Output
2008	4 (informational product)	Name of informational product	Select Output
2007	1 (publication)	Publication title	Select Output
2007	2 (tool)	Name of tool	Select Output

The links below may be used to report on the use or adoption of outputs not previously reported under this award. You will first be asked a series of questions relating to the output itself, then additional questions about its use or adoption by persons or groups external to the grant during the current reporting period.

[Add Type 1 Output \(Publication\)](#)

[Add Type 2 Output \(Tool\)](#)

[Add Type 3 Output \(Technology Product\)](#)

[Add Type 4 Output \(Informational Product\)](#)

## Questions for Type 1 Outputs

(If output has been previously reported, system will prefill answers to questions 1-5 below)

Please complete the following information related to this output.

1. Provide a full citation for this publication (system will display APA-required fields based on type of publication)
2. What is the number of the NIDRR grant that funded this output (e.g., H133Xyynnnn)? (If you do not have the grant number, leave this question blank and enter the grant title and the name of the principal investigator.)

Help: If you do not have the grant number, you may be able to obtain it from previously submitted APRs. You can access these APRs from the 'Welcome' page. If the information is not contained in previously submitted APRs, you may contact NARIC at [www.NARIC.com](http://www.NARIC.com) or 1-800-346-2742 for assistance.

3. Enter the grant title. **[Box]**

Help: If you do not have the grant title, you may be able to obtain it from previously submitted APRs. You can access these APRs from the 'Welcome' page. If the information is not contained in previously submitted APRs, you may contact NARIC at [www.NARIC.com](http://www.NARIC.com) or 1-800-346-2742 for assistance.

4. Enter the name of the principal investigator **[Box]**

Help: If you do not have the name of the Principal Investigator, you may be able to obtain it from previously submitted APRs. You can access these APRs from the 'Welcome' page. If the information is not contained in previously submitted APRs, you may contact NARIC at [www.NARIC.com](http://www.NARIC.com) or 1-800-346-2742 for assistance.

5. In what reporting period was this output produced?  
(Select only one)
  - Prior to June 1, 2006  
If prior to June 1, 2006, in what calendar year?  
**[Box]**
  - 2007 reporting period (June 1, 2006 to May 31, 2007)
  - 2008 reporting period (June 1, 2007 to May 31, 2008)
  - 2009 reporting period (June 1, 2008 to May 31, 2009)
  - 2010 reporting period (June 1, 2009 to May 31, 2010)
  - 2011 reporting period (June 1, 2010 to May 31, 2011)
  - 2012 reporting period (June 1, 2011 to May 31, 2012)

Help: NIDRR is especially interested in the time it takes for the uptake of knowledge to occur.

## Questions for Type 2- Outputs

(If output has been previously reported, system will prefill answers to questions 1-8 below)

Please complete the following information related to this output.

1. Name of tool (Text field—limit: 500 characters)
2. Brief description of the purpose of this tool (Text field—limit: 1,000 characters)
3. Select the category that best describes the type of tool  
(Select only one. Select 'other' only if no other category applies.)
  - a. checklist
  - b. survey questionnaire or interview schedule
  - c. diagnosis or assessment instrument, including physiologic measure
  - d. outcome measures
  - e. intervention protocol or program
  - f. statistical technique
  - g. database
  - h. other

Specify (if other): (Limit: 250 characters) **[Box]**

Help: NIDRR generates counts of the types of tools being produced. NARIC receives this information in order to better track the types of tools being produced by NIDRR grantees.

4. What is the number of the NIDRR grant that funded this output (e.g., H133Xyynnnn)?  
(If you do not have the grant number, leave this question blank and enter the grant title and the name of the principal investigator.)

Help: If you do not have the grant number, you may be able to obtain it from previously submitted APRs. You can access these APRs from the 'Welcome' page. If the information is not contained in previously submitted APRs, you may contact NARIC at [www.NARIC.com](http://www.NARIC.com) or 1-800-346-2742 for assistance.

5. Enter the grant title. **[Box]**

Help: If you do not have the grant title, you may be able to obtain it from previously submitted APRs. You can access these APRs from the 'Welcome' page. If the information is not contained in previously submitted APRs, you may contact NARIC at [www.NARIC.com](http://www.NARIC.com) or 1-800-346-2742 for assistance.

6. Enter the name of the principal investigator **[Box]**

Help: If you do not have the name of the Principal Investigator, you may be able to obtain it from previously submitted APRs. You can access these APRs from the 'Welcome' page. If the

information is not contained in previously submitted APRs, you may contact NARIC at [www.NARIC.com](http://www.NARIC.com) or 1-800-346-2742 for assistance.

7. In what reporting period was this output produced?

(Select only one)

Prior to June 1, 2006

If prior to June 1, 2006, in what calendar year?

**[Box]**

2007 reporting period (June 1, 2006 to May 31, 2007)

2008 reporting period (June 1, 2007 to May 31, 2008)

2009 reporting period (June 1, 2008 to May 31, 2009)

2010 reporting period (June 1, 2009 to May 31, 2010)

2011 reporting period (June 1, 2010 to May 31, 2011)

2012 reporting period (June 1, 2011 to May 31, 2012)

Help: NIDRR is especially interested in the time it takes for the uptake of knowledge to occur.

8. a. Select the one NIDRR domain that corresponds most closely to the setting or topical area where this accomplishment/output is occurring. If the accomplishment/output is occurring in more than one domain, grantees may check "cross-cutting" and specify the multiple domains that apply. (Note: Accomplishments that result from Technology, Demographics, and/or Knowledge Translation activities are also expected to fit into the following domains.)

(Select only one)

(1) health and function

(2) employment

(3) participation and community living

(4) cross-cutting (specify two or more domains that apply)

b. If 'cross-cutting,' specify two or more domains that apply.

(1) health and function

(2) employment

(3) participation and community living

Help:

a. NIDRR is often asked to generate lists of tools by domains in our Long-Range Plan. Responses are used to categorize the number of tools produced by domain of the Long-Range Plan.

b. The cross-cutting domain shows that a disability research project often spans two or more Long-Range Plan domains because of the multi-disciplinary nature of disability research.

### Questions for Type 3 Outputs

(If output has been previously reported, system will prefill answers to questions 1-8 below)

Please complete the following information related to this output.

1. Name of technology product/device (Limit: 500 characters) **[Box]**
2. Brief description of the purpose of the technology product/device (Limit: 1,000 characters) **[Box]**
3. Select the category that best describes the type of technology product/device (Select only one. Select 'other' only if no other category applies.)
  - a. industry standards/guidelines
  - b. software or netware
  - c. invention
  - d. patent(s), licenses, patent disclosures
  - e. working prototype
  - f. product(s) evaluated or field tested
  - g. product(s) transferred to industry for potential commercialization
  - h. product(s) in the marketplace
  - i. other

Specify (if other): (Limit: 250 characters) **[Box]**

Help: NIDRR generates counts of the types of technology products/devices being produced. NARIC receives this information in order to better track the types of technology products/devices being produced by NIDRR grantees.

4. What is the number of the NIDRR grant that funded this output (e.g., H133Xyynnnn)? (If you do not have the grant number, leave this question blank and enter the grant title and the name of the principal investigator.)

Help: If you do not have the grant number, you may be able to obtain it from previously submitted APRs. You can access these APRs from the 'Welcome' page. If the information is not contained in previously submitted APRs, you may contact NARIC at [www.NARIC.com](http://www.NARIC.com) or 1-800-346-2742 for assistance.

5. Enter the grant title. **[Box]**

Help: If you do not have the grant title, you may be able to obtain it from previously submitted APRs. You can access these APRs from the 'Welcome' page. If the information is not contained in previously submitted APRs, you may contact NARIC at [www.NARIC.com](http://www.NARIC.com) or 1-800-346-2742 for assistance.

6. Enter the name of the principal investigator **[Box]**

Help: If you do not have the name of the Principal Investigator, you may be able to obtain it from previously submitted APRs. You can access these APRs from the 'Welcome' page. If the information is not contained in previously submitted APRs, you may contact NARIC at [www.NARIC.com](http://www.NARIC.com) or 1-800-346-2742 for assistance.

7. In what reporting period was this output produced?  
(Select only one)

Prior to June 1, 2006

If prior to June 1, 2006, in what calendar year?

**[Box]**

2007 reporting period (June 1, 2006 to May 31, 2007)

2008 reporting period (June 1, 2007 to May 31, 2008)

2009 reporting period (June 1, 2008 to May 31, 2009)

2010 reporting period (June 1, 2009 to May 31, 2010)

2011 reporting period (June 1, 2010 to May 31, 2011)

2012 reporting period (June 1, 2011 to May 31, 2012)

Help: NIDRR is especially interested in the time it takes for the uptake of knowledge to occur.

8. a. Select the one NIDRR domain that corresponds most closely to the setting or topical area where this accomplishment/output is occurring. If the accomplishment/output is occurring in more than one domain, grantees may check "cross-cutting" and specify the multiple domains that apply. (Note: Accomplishments that result from Technology, Demographics, and/or Knowledge Translation activities are also expected to fit into the following domains.)

(Select only one)

(1) health and function

(2) employment

(3) participation and community living

(4) cross-cutting (specify two or more domains that apply)

- b. If 'cross-cutting,' specify two or more domains that apply.

(1) health and function

(2) employment

(3) participation and community living

Help:

- a. NIDRR is often asked to generate lists of technology products/devices by domains in our Long-Range Plan. Responses are used to categorize the number of technology products/devices produced by domain of the Long-Range Plan.

- b. The cross-cutting domain shows that a disability research project often spans two or more Long-Range Plan domains because of the multi-disciplinary nature of disability research.

## Questions for Type 4 Outputs

(If output has been previously reported, system will prefill answers to questions 1-8 below)

Please complete the following information related to this output.

1. Name of informational product (Text field—limit: 500 characters)
2. Brief description of the purpose of the informational product (Text field—limit: 1,000 characters)
3. Select the category that best describes the type of informational product (Select only one. Select 'other' only if no other category applies.)
  - a. training manuals/curricula
  - b. fact sheets
  - c. newsletters
  - d. audiovisual materials
  - e. marketing tools
  - f. educational aids
  - g. Web sites or other Internet sites
  - h. other

Specify (if other): (Limit: 250 characters) **[Box]**

Help: NIDRR generates counts of the types of informational products being produced. NARIC receives this information in order to better track the types of informational products being produced by NIDRR grantees.

4. What is the number of the NIDRR grant that funded this output (e.g., H133Xyynnnn)? (If you do not have the grant number, leave this question blank and enter the grant title and the name of the principal investigator.)

**[Box]**

Help: If you do not have the grant number, you may be able to obtain it from previously submitted APRs. You can access these APRs from the 'Welcome' page. If the information is not contained in previously submitted APRs, you may contact NARIC at [www.NARIC.com](http://www.NARIC.com) or 1-800-346-2742 for assistance.

5. Enter the grant title. **[Box]**

Help: If you do not have the grant title, you may be able to obtain it from previously submitted APRs. You can access these APRs from the 'Welcome' page. If the information is not contained in previously submitted APRs, you may contact NARIC at [www.NARIC.com](http://www.NARIC.com) or 1-800-346-2742 for assistance.



6. Enter the name of the principal investigator **[Box]**

Help: If you do not have the name of the Principal Investigator, you may be able to obtain it from previously submitted APRs. You can access these APRs from the 'Welcome' page. If the information is not contained in previously submitted APRs, you may contact NARIC at [www.NARIC.com](http://www.NARIC.com) or 1-800-346-2742 for assistance.

7. In what reporting period was this output produced?  
(Select only one)

- Prior to June 1, 2006  
If prior to June 1, 2006, in what calendar year?  
**[Box]**
- 2007 reporting period (June 1, 2006 to May 31, 2007)  
 2008 reporting period (June 1, 2007 to May 31, 2008)  
 2009 reporting period (June 1, 2008 to May 31, 2009)  
 2010 reporting period (June 1, 2009 to May 31, 2010)  
 2011 reporting period (June 1, 2010 to May 31, 2011)  
 2012 reporting period (June 1, 2011 to May 31, 2012)

Help: NIDRR is especially interested in the time it takes for the uptake of knowledge to occur.

8. a. Select the **one** NIDRR domain that corresponds most closely to the setting or topical area where this accomplishment/output is occurring. If the accomplishment/output is occurring in more than one domain, grantees may check "cross-cutting" and specify the multiple domains that apply. (Note: Accomplishments that result from Technology, Demographics, and/or Knowledge Translation activities are also expected to fit into the following domains.)

(Select only one)

- (1) health and function  
 (2) employment  
 (3) participation and community living  
 (4) cross-cutting (specify two or more domains that apply)

b. If "cross-cutting," specify two or more domains that apply:

- (1) health and function  
 (2) employment  
 (3) participation and community living

Help:

c. NIDRR is often asked to generate lists of informational products by domains in our Long-Range Plan. Responses are used to categorize the number of technology products/devices produced by domain of the Long-Range Plan.

- d. The cross-cutting domain shows that a disability research project often spans two or more Long-Range Plan domains because of the multi-disciplinary nature of disability research.

## Use or Adoption of the Output

Questions 1–6 ask about how your output has been used or adopted by individuals or groups external to your grant. These questions also ask for **evidence** that your output has been used or adopted.

Questions 7–13 ask about how this use or adoption of your output has led to change in policy, practice, or system capacity. These items also ask for **evidence** that the use of your output has led to this change.

1. Who used or adopted this output?  
(Select up to two. Select 'other' only if no other category applies.)

- a. Researchers
- b. Practitioners/clinicians
- c. Service providers
- d. Educators
- e. Policy experts
- f. Federal and non-federal partners
- g. Industry representatives and/or product developers
- h. Employers
- i. Media
- j. Consumer advocates
- k. Individuals with disabilities and/or family members
- l. Business groups
- m. State/local government agencies
- n. Code officials responsible for physical accessibility requirements
- o. Architects and design professionals
- p. Attorneys or other legal professionals
- q. Other

Specify (if other): (Limit: 250 characters) **[Box]**

2. Briefly describe the user(s). (Limit: 1000 characters)

**[Box]**

3. How, specifically, is this output being used or adopted? (Limit: 3,000 characters)

**[Box]**

Help: Examples of external use or adoption include, but are not limited to:

- A research finding, a new prototype, tool, engineering standard, or information product of this grant is discussed in a publication, a syndicated story with regional or national circulation, a consumer newsletter, etc., by someone who is not project staff, a collaborator, or a person otherwise associated with your project or its members.
- Your program—possibly in a previous NIDRR funding cycle--created an instrument that is related to the objectives of the current award. This instrument is now being used in someone else's research.
- Your program—possibly in a previous NIDRR funding cycle--developed an assistive device that is related to the objectives of the current award. This device is now being manufactured for, and used by, individuals with disabilities.

4. Please identify the source(s) of your evidence concerning the external use or adoption of this output.

(Check all that apply. Select 'other' only if no other category applies.)

- a. Publication(s)  
 b. Web site(s)  
 c. Other

Specify (if other): (Limit: 500 characters) **[Box]**

5. Describe where NIDRR can find all evidence. (For publications, enter the full citation; for Web pages, enter the URL; for users themselves, provide contact information.)  
(Limit: 1,000 characters)

**[Box]**

6. If you are unable to describe where NIDRR can find all evidence, you may upload electronic copies. Use this option only if you cannot describe where NIDRR can find all evidence.

To upload electronic copies, use the "browse" button below to select the file you want to upload from your computer. Click on the file name and then click 'Open.' The file name will then appear in the text box in front of the 'Browse' button. To upload the file, click on the "Upload File" button. You may upload up to five files of the following types: JPE, JPEG, JPG, GIF, PDF, DOC, DOT, POT, PPS, PPT, MP2, MPA, MPE, MPEG, MPG, MPV2, MOV, QT, LSF, LSX, ASF, ASR, ASX, AVI, MOVIE, or WMV. Each file can be up to 100 MB in size. If you need assistance, contact Technical Support at [NIDRRAPR@RTI.ORG](mailto:NIDRRAPR@RTI.ORG).



The image shows a file upload interface. It consists of a text input field on the left, a button labeled "Browse..." in the middle, and a button labeled "Upload File" on the right. The text box is currently empty.

7. Is the use or adoption of this output contributing to change in policy, practice, or system capacity, or another type of change?

- a. no (If "no," system will return to first screen of this section and allow grantee to enter another output)  
 b. yes

8. What kind of change?  
(Select one. Select 'other' only if no other category applies.)

- a. Policy—governmental or non-governmental  
 b. Practice—rehabilitation and related fields, research in these fields  
 c. System capacity, including access to services and supports  
 d. Other

Specify (if other) (Limit: 250 characters) **[Box]**

9. Describe this change and the contribution of this output to this change. (Limit: 1,000 characters)

**[Box]**

10. Can you provide evidence regarding the role of your output in bringing about these changes?

- a. no (If "no," system will return to first screen of this section and allow grantee to enter another output)
- b. yes

11. Please identify the source(s) of your evidence regarding the role of your output in bringing about these changes.

(Check all that apply. Select 'other' only if no other category applies.)

- a. Publication(s)
- b. Web site(s)
- c. Other

Specify (if other) (Limit: 500 characters) **[Box]**

12. Describe where NIDRR can find all evidence. (For publications, enter the full citation; for Web pages, enter the URL; for users themselves, provide contact information.)  
(Limit: 1,000 characters)

**[Box]**

13. If you are unable to describe where NIDRR can find all evidence, you may upload electronic copies. Use this option only if you cannot describe where NIDRR can find all evidence.

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## **Other Accomplishments and Contributions (Applies to all)**

Purpose: Evaluation and accountability, project monitoring, and program improvement

Frequency of data entry: Annually

1. In addition to the outputs previously described, please describe any other accomplishments that occurred during the current reporting period and contributed to the achievement of your outcome goals for this award; that is, any additional accomplishments or contributions that did not fall under Type 1, Type 2, Type 3, or Type 4 outputs. This can include (1) awards and other forms of recognition key personnel have received for activities and accomplishments associated with this award: (2) organizational accomplishments that strengthen the infrastructure for conducting high-quality disability and rehabilitation research and related activities: and (3) more consumer-oriented accomplishments that affect the lives of individuals with disabilities and their family members more directly. You may also report on conferences you sponsored in this section. For all accomplishments that fall into this "other" category, be sure to provide enough detail to describe the nature of this (or these) accomplishments and how they are related to your outcome goals. (Limit: 10,000 characters)

**[Box]**

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### Overall Status of Outcome-Oriented Goals (Applies to all)

1. Finally, taking into account all the outputs and accomplishments reported in previous sections, which of the following best describes your overall progress to date toward achieving the outcome-oriented goals for this award? (Select only one. Select 'other' only if no other category applies.)

- a. no progress to report yet
  - b. behind schedule/delayed
  - c. making limited progress
  - d. making reasonable/moderate progress
  - e. making substantial progress
  - f. completed
  - g. other
- Specify (if other): **[Box]**

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