*Required fields Removed fields New or changed fields

| Form | Original field | Requested Change | Reason for Change |
|---|---|---|---|
| SSA - Pg. 1 | Jessica Wolff | Stephanie Rubel | Staffing changes |
| SSA – Pg. 4 | Goals and strategies | Strategies and activities | Needed to align with updated program strategy and activity categories. |
| SSA – Pg. 11 | For example, users can select from a list of demographic and geographic areas in describing project areas of focus, and users can describe a partner using categories that include Community-Based Organization, Criminal/Juvenile Justice, Healthcare/Medical, Social and Supportive Services, and Other, each with several standard subcategories. | Removed | No longer applicable. |
| SSA – Pg. 13 | key contacts, collaborators | Project team | Needed to align with updated instrument Att I – ORS Quarterly Reporting Template |
| SSA – Pg. 14 | Presentations, documents, activities completed this quarter, targets for next quarter and success stories | Outcomes in progress and outcomes completed | Needed to align with updated instrument Att I – ORS Quarterly Reporting Template |
| Att I – ORS Quarterly Reporting Template Pg. 2 | Is this a pilot project?* (binary) | Is this project in your current action plan?* (binary field) | Moved to new section, Quarterly Overview. Needed to note which projects are included in action plans and which are not. |
| Att I – ORS Quarterly Reporting Template Pg. 2 | ORS Goals & Strategies* | ORS Strategies & Activities* (drop down selection) | Moved to new section, Quarterly Overview. Needed to align with updated program strategy and activity categories. |
| Att I – ORS Quarterly Reporting Template Pg. 2 | [NEW ITEM] | Quarterly Overview | Needed to align with updated program strategy and activity categories. |
| Att I – ORS Quarterly Reporting Template Pg. 3 | ORS Collaborators | ORS Project Team | Needed to more accurately document who is part of the ORS project team. |
| Att I – ORS | ORS Staff Name | Removed | No longer needed for evaluation |

| | | | purposes. |
|---|---|---|---|
| Quarterly Reporting Template Pg. 3 | | | |
| Att I – ORS Quarterly Reporting Template Pg. 3 | ORS Staff Role | ORS Collaborator* (drop down selection) | Needed to more accurately document who is part of the ORS project team. |
| Att I – ORS Quarterly Reporting Template Pg. 3 & 4 | Key Contacts section | Removed | No longer needed for evaluation purposes. |
| Att I – ORS Quarterly Reporting Template Pg. 4 | Organizations section | Removed | No longer needed for evaluation purposes. |
| Att I – ORS Quarterly Reporting Template Pg. 6 | Documents section | Replaced with specific outcome measures for applicable activities. Section below "Outcomes Completed" | Separate section no longer needed for evaluation purposes. This change streamlines data entry by having users only report documents if the applicable strategy and activity are selected (see Appendix A for revised structure). |
| Att I – ORS Quarterly Reporting Template Pg. 6 & 7 | Presentations section | Replaced with specific outcome measures for applicable activities. Section below "Outcomes Completed" | Separate section no longer needed for evaluation purposes. This change streamlines data entry by having users only report presentations if the applicable strategy and activity are selected (see Appendix A for revised structure). |
| Att I – ORS Quarterly Reporting Template Pg. 7 | Activities Completed (free text field) | Outcomes in Progress* (fillable table) | Prompts reporting of a standard set of completed outcomes only for those strategy(ies) and activity(ies) selected by the reporter. (see Appendix A for the revised structure). |
| Att I – ORS Quarterly Reporting Template Pg. 7 | Activities With Targets (free text field) | Outcomes in Progress* (free text field) | Reporters will no longer be setting quarterly targets. Standard outcomes are used instead. Reporters are only required to report outcomes in |

| | | | |
|---|---|---|---|
| | | | progress when applicable (see Appendix A for the revised structure). |
| Att I – ORS Quarterly Reporting Template Pg. 7 | Activities Without Targets (free text field) | Removed | No longer applicable. |
| Att I – ORS Quarterly Reporting Template Pg. 7 | Targets for Next Quarter (free text field) | Removed | No longer applicable. |
| Att I – ORS Quarterly Reporting Template Pg. 7 | New section added | Outcomes Completed | This change streamlines data entry by having users only report presentations if the applicable strategy and activity are selected (see Appendix A for revised structure). |
| Att I – ORS Quarterly Reporting Template Appendix A. | Field: ORS Goals and Strategies | Field: ORS Strategies and Activities | Updated the entire section to align with program language |
| Att I – ORS Quarterly Reporting Template Appendix A. | Fields: Partner Categories, Audience Section | Fields: Partner Categories, Audience Section | Updated the entire section to align with program language |

**Appendix A**

| Project Updates | | | | | |
|---|---|---|---|---|---|
| Quarterly Overview | | | | | |
| ORS Strategies and Activities | ✔At least one strategy and one corresponding activity is required. | Selection | | See list in appendix | Select all strategies and activities that are applicable to the activities of the project for this quarter. |
| Is this project in | ✔ | Binary | | Yes | Indicates whether the project is currently listed in ORS |

| your current action plan? | | | | No | team's annual action plan. |
|---|---|---|---|---|---|
| **ORS Project Team** | | | | | |
| Primary Data Reporter | ✔ | Selection | | Checkbox | This is assigned to the staff member who created the project. A national administrator can update the primary data reporter as needed. |
| ORS Collaborator | ✔ | Selection | | Filters by list of state/jurisdiction staff | First and last name of staff member who supported the project during the reporting quarter. |
| **Project Focus** | | | | | |
| **Geographies** | | | | | |
| State/Jurisdiction | ✔ | Selection | | All U.S. states/ territories with ORS teams | State/jurisdiction(s) impacted by the activities of the project. Only 1 state can be selected per row, so the counties are specific to that 1 state. However, users can add multiple rows if the project covers multiple states. |
| Counties | | Selection | | All counties within applicable state/jurisdiction | Within state/jurisdiction, specific counties impacted by the activities of the project. |
| Cities | | Selection | | Major cities within applicable state/jurisdiction | Within state/jurisdiction, specific cities impacted by the activities of the project. |
| **Populations** | | | | | |
| Was this project designed to impact populations disproportionately | | Character | 1000 | | One to three sentences describing populations impacted by the project. |

| at risk for overdose? | | | | | |
|---|---|---|---|---|---|
| **Substances** | | | | | |
| Did the project target a specific substance? | | Selection | | Select if yes | Selection is completed only if project activities were focused on addressing specific substances. Otherwise, users do not need to take any action. |
| Substance | ✔ if the field appears because the previous question was selected. | Selection | | Opioids Stimulants Hallucinogens Depressants Cannabis Polysubstances | Select one or more substance categories if specifically impacted by project activities. All options cannot be selected. All options cannot be selected; if the project addressed all substances rather than one or more specific categories then the previous question should not be selected. |
| **Outcomes in Progress (only if outcome is not yet completed)** | | | | | |
| Outcomes in Progress | ✔ if no data to enter into Outcomes Completed table below, otherwise N | Character | 1,000 | | Description of outcomes in progress not captured in completed outcome table below. |
| **Outcomes Completed** <br> • Reporter is only required to input one outcome in the table below. If no outcome is reported, then the "Outcomes in Progress" section above requires completion. | | | | | |
| Strategy 1 (The following 6 outcomes only display if Strategy 1 is selected): | | | | | |

1. Enhanced existing data system
2. Created new data system
3. Delivered presentation(s)/briefing(s)
4. Created report (including, but not limited to, briefs, bulletins, visualizations, dashboards)
5. Delivered ODMAP presentation(s)
6. Executed ODMAP participation agreement(s)

For each Strategy 1 outcome, the following measures are collected:

| Description | | Character | 1,000 | | Description of support provided by ORS team for the designated outcome. |
|---|---|---|---|---|---|
| Partner Supported | | Selection | | Checkbox, see appendix for list of valid values. If "Other" is selected, a description must be provided. | Type(s) of partner(s) supported for the outcome completed. |
| Total Number* | | Numeric | 3 | 1-999 | Total number of reports or ODMAP participation agreements executed. |
| Estimated Number of Attendees[†] | | Numeric | 3 | 1-999 | Estimated number of people who attended presentation(s) or briefing(s). |

*Only collected for Strategy 1, Outcomes 4, 6
[†]Only collected for Strategy 1, Outcome 3

Strategy 2 (The following 10 outcomes only display if Strategy 2 is selected):
1. Established new multi-sector team (OFR)
2. Established new multi-sector team (PHAST)
3. Established new multi-sector team (Other)
4. Supported existing multi-sector team (OFR)
5. Supported existing multi-sector team (PHAST)
6. Supported existing multi-sector team (Other)
7. Enhanced jurisdictional partnerships/collaboration

| 8. Created/implemented OFR recommendation<br>9. Developed multi-sector rapid response/spike response plan<br>10. Tested and/or enhanced multi-sector rapid response/spike plan<br><br>For each Strategy 2 outcome, the following measures are collected: | | | | | |
|---|---|---|---|---|---|
| Description | | Character | 1,000 | | Description of support provided by ORS team for the designated outcome. |
| Partner Supported | | Selection | | Checkbox, see appendix for list of valid values. If "Other" is selected, a description must be provided. | Type(s) of partner(s) supported for the outcome completed. |
| Strategy 3 (The following 7 outcomes only display if Strategy 3 is selected):<br>1. Developed educational/informational materials<br>2. Developed communication campaign(s)<br>3. Developed training<br>4. Delivered training<br>5. Hosted community event<br>6. Supported community event<br>7. Evaluated results of training or event<br><br>For each Strategy 3 outcome, the following measures are collected: | | | | | |
| Description | | Character | 1,000 | | Description of support provided by ORS team for the designated outcome. |
| Audience Type | | Selection | | Checkbox, see appendix for list of valid values. If "Other" is selected, a | Type(s) of audience that received educational/informational materials, communication campaigns, trainings or intended audience of community events. |

| | | | | | |
|---|---|---|---|---|---|
| | | | | description must be provided. | |
| Total Number* | | Numeric | 3 | 1-999 | Total number of educational or information materials, communication campaigns or trainings delivered, |
| Estimated Number of Attendees[†] | | Numeric | 3 | 1-999 | Estimated number of people who attended trainings or who provided feedback on trainings. |
| *Only collected for Strategy 3, Outcomes 1, 2, 4<br>[†]Only collected for Strategy 3, Outcomes 4, 7 | | | | | |
| Strategy 4 (The following 4 outcomes only display if Strategy 4 is selected):<br>1. Developed protocol<br>2. Provided Technical Assistance session<br>3. Implemented new program/intervention<br>4. Supported existing program/intervention<br><br>For each Strategy 4 outcome, the following measures are collected: | | | | | |
| Description | | Character | 1,000 | | Description of support provided by ORS team for the designated outcome. |
| Partner Supported | | Selection | | Checkbox, see appendix for list of valid values. If "Other" is selected, a description must be provided. | Type(s) of partner(s) supported for the outcome completed. |
| Other Completed Activities | | | | | |
| Are there other completed outcomes you would like to | | Selection | | Checkbox | Since activities only display when a strategy is selected, this field provides teams an opportunity to view the full list of reportable outcomes. When this checkbox is selected, teams will be able to report on |

| report? | | | | | outcomes that did not populate automatically. |