



## Fiscal Year 2020 State and Regional Primary Care Association (PCA) Cooperative Agreements Notice of Funding Opportunity: Data Development Tip Sheet

### Overview

In the Project Work Plan (PWP), you will outline your proposed training and technical assistance (T/TA) activities to address the PCA Goals and Objectives. PWPs should include accurate baseline data and carefully considered Targets. Appendix A in the PCA Notice of Funding Opportunity (NOFO) on the [PCA Technical Assistance webpage](#) contains instructions for completing each PWP field.

### Baseline Data

Baseline data are self-reported for all Objectives. Utilize data that are valid, reliable, and whenever possible, derived from current state or regional-level data sources. Develop baselines based on all health centers in your state or region. If current data sources are not available, applicants should gather data to inform the baselines during the application period. For a particular Objective, if no data sources are currently available and data cannot be readily gathered during the application period, applicants may put zero for the baseline numerator and provide an explanation in the Comments field describing why baseline data are not yet available and stating when it will be available.

### Objective Targets

Objective Targets are the projected numeric values for each Objective you will achieve by the end of the 3-year project period. Targets should be:

- Realistic,
- Attainable, and
- Informed by current data, an understanding of health center capacity, and experience working in the proposed state or region.

If awarded, you will use future progress reports to describe progress toward your Objective Targets.

Consider the following factors, at a minimum, when developing Objective Targets:

- How data has changed over time, and how you can use these changes to forecast your 3-year Objective Target.
- Which existing measures (e.g., UDS measures) are relevant to your Objective Target.
- Your funding request and both current and proposed capacity (e.g., personnel, partnerships).
- The number and type of activities needed to achieve each Objective Target.
- The factors that will support and inhibit the achievement of each target (Key Factors).



## Formal T/TA Session and Participation Targets

T/TA delivered through formal T/TA sessions is critical to achievement of Objective Targets. Provide a cumulative count of the number of planned formal T/TA sessions (e.g., scheduled and structured virtual and in-person T/TA sessions with specific objectives and outcomes) and health center representatives that will participate in such sessions through the 3-year project period. Individuals that are expected to participate in more than one T/TA session may be counted more than once.

Consider the following factors, at a minimum, when developing these targets:

- How the amount of proposed formal T/TA aligns with and supports achievement of the Objective Target.
- The impact of the type of T/TA on these targets. Examples include:
  - Number of trainings vs. technical assistance activities
  - In-person vs. virtual trainings
  - Live vs. on-demand trainings
  - Formal T/TA sessions vs. other T/TA activities
- What other T/TA providers are offering related to this topic in the state or region.

## Participant Satisfaction and Behavior Change Targets

The Participant Satisfaction and Behavior Change Targets quantify the expected impact of your T/TA activities over the course of the 3-year project period. Base the average (mean) Participant Satisfaction Target on formal T/TA session participant surveys. These surveys should use a 5-point satisfaction rating scale, where a score of 5 represents the highest level of satisfaction. Base the average (mean) Participant Behavior Change Target on post-Formal T/TA Session follow-up participant surveys, using a 5-point rating scale, where a score of 5 represents the highest degree of behavior change.

Consider the following factors, at a minimum, when determining your survey methodology:

- How will your T/TA evaluation strategy support gathering data to inform these targets.
- How to maximize your response rate.
- How to assure that follow-up survey respondents represent the variety of health centers in your state or region.
- Timing and frequency of survey administration, based on the type of T/TA and magnitude of change measured:
  - Participant Satisfaction: measure immediately after T/TA
  - Behavior Change: measure 3-6 months after T/TA
- The preferred learning mechanisms of the existing and potential health centers in the state or region.

Consider the following factors at a minimum when developing these targets:

- T/TA preferences and needs across your state or region.
- Past performance related to each target.
- How the projected behavior change will support T/TA expected outcomes.
- Level of effort required to achieve behavior change based on current health center behaviors.



## Baseline and Objective Target Data Resources

The following federal data resources may inform baseline data and/or target calculations. This list is not exhaustive and should not be used in lieu of gathering current state and/or regional-level health center data during the application period.

- HRSA Data:
  - [Data and Maps on HRSA's Health Care Programs](#) (including shortage areas)
  - [HRSA Bureau of Health Workforce Data](#)
- Health Center Program Data:
  - [State and National Performance UDS Comparison Data](#)
  - [UDS State Awardee Data](#)
  - UDS Trend and Summary Reports, available by contacting [Health Center Program Support](#)
- CMS Quality Payment Program Tools:
  - [Measures and Activities Tool](#)
  - [Value-Based Programs Overview](#)
- State Data Roll Ups:
  - [National Healthcare Quality and Disparities Reports State Snapshots](#)
  - [CDC Stats of the States](#)
  - [Behavioral Risk Factor Surveillance System](#) (Searchable by State)
  - [Youth Risk Behavior Surveillance System](#) (Searchable by State)
  - [National Survey on Drug Use and Health](#) (Access to State Reports)
- National Data Roll Ups:
  - [National Health Interview Survey](#)
  - [National Health and Nutrition Examination Survey](#)
  - [SAMHSA Data](#) (Searchable by Priority Topic and Data Categories)
  - [NIH Library Resources](#)