



Fiscal Year 2020 National Health Center Training and Technical Assistance Partners (NTTAP) 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 Objectives for your selected NTTAP type. PWPs should include relevant, accurate baseline data and carefully considered Targets. Appendix A in the NTTAP Notice of Funding Opportunity (NOFO) on the [NTTAP Technical Assistance webpage](#) provides instructions for completing each PWP field.

Baseline Data

Reference Appendix B in the NOFO for Objective metric definitions that you must utilize when developing your baseline data.

For Objectives where you provide baseline data (i.e., when baseline data are not prepopulated), utilize data that are valid, reliable, and whenever possible, derived from current national-level data sources related to health centers¹ and/or your selected NTTAP population or development area. If baselines are not yet available, you may enter “0” for the numerator or number and explain in the comments field when baseline data 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 period of performance. Targets should be:

- Realistic
- Attainable
- Informed by current data, an understanding of health center capacity, and organizational experience, and
- Integral to advance achievement of Objectives by the end of the 3-year period of performance.

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 organizational capacity (e.g., personnel, partnerships).
- The number and type of activities needed to achieve each Objective Target.

¹ “Health centers” refers to existing and potential Health Center Program award recipients and look-alikes.



- 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 the 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 period of performance. Count individuals expected to participate in more than one T/TA session more than once.

Consider the following factors, at a minimum, when developing these T/TA 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 BPHC T/TA providers are offering related to each topic.

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 period of performance. 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 your T/TA evaluation strategy will support gathering data to achieve these targets.
- How to maximize your response rate.
- How to assure that follow-up survey respondents represent the variety of health centers.
- 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.

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

- T/TA preferences and needs.
- 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.



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 utilizing current national-level health center data during the application period.

- Health Center Program Data:
 - [Data and Maps on HRSA's Health Care Programs](#) (including shortage areas)
 - UDS Trend and Summary Reports, available by contacting [Health Center Program Support](#)
- HRSA [Bureau of Health Workforce Data](#)
- [Administration for Children and Families Data and Research](#)
- [Administration for Community Living Aging Integrated Database](#)
- [Agency for Healthcare Research and Quality Data](#)
- Centers for Disease Control and Prevention Data:
 - [Behavioral Risk Factor Surveillance System](#)
 - [Youth Risk Behavior Surveillance System](#)
 - [HIV/AIDS Basic Statistics](#)
 - [Pregnancy Mortality Surveillance System](#)
 - [National Health Interview Survey](#)
 - [National Health and Nutrition Examination Survey](#)
 - [National Center for Health Statistics](#)
- Centers for Medicare & Medicaid Services Quality Payment Program Tools:
 - [Measures and Activities Tool](#)
 - [CMS Alternative Payment Model Overview](#)
- Department of Homeland Security
 - [Ready.gov](#)
 - [Healthy People 2020](#)
 - [HP2020 Lesbian, Gay, Bisexual, and Transgender Health](#)
- National Institutes of Health (NIH)
 - [NIH Library Resources](#)
 - [All of Us Data and Research Center](#)
- Substance Abuse and Mental Health Services Administration (SAMHSA) Data:
 - [National Survey on Drug Use and Health](#)
 - [SAMHSA Data and Dissemination](#)
- [US Preventive Services Task Force](#)