UCEDD 5-Year Final Closeout Report Review Tool

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| Is the Cover Page complete with current information? | Yes ☐ | No ☐ |

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| **ANALYSIS OF ACCOMPLISHMENTS AND EVALUATION** | | | | | | | | | | | |
| **CENTER ACCOMPLISHMENTS AND EVALUATION**  *This information should be covered in Part 1a and 1b of the UCEDD Closeout Report* | | | | | | | | | | | |
| 1. **CENTER REQUIREMENTS:**   SEC.153(a)(1) The Centers shall be interdisciplinary education, research, and public service units of universities or public or not-for-profit entities associated with universities that engage in core functions addressing, directly or indirectly, 1 or more of the areas of emphasis interdisciplinary education, research, and public service units of universities or public or not-for-profit entities associated with universities that engage in core functions addressing, directly or indirectly, 1 or more of the areas of emphasis  1328.2(a) Centers shall: (1) Provide leadership in, advise Federal, State, and community policymakers about, and promote opportunities for individuals with developmental disabilities to exercise self-determination, be independent, be productive, and be integrated and included in all facets of community life. (2) Be interdisciplinary education, research, and public service units of universities or public not-for-profit entities associated with universities that engage in core functions, described in § 1328.3, addressing, directly or indirectly, one or more of the areas of emphasis, as defined in § 1325.3 of this chapter. | | | | | | | | | | | |
| **ITEM** | | **REVIEW PROMPT** | **ANSWERS** | | | | | | **COMMENTS** | | |
| **1.a** | | Has the UCEDD documented goal achievement and major accomplishments and outcomes for the five-year grant period, highlighting capacity building, advocacy, and systemic change activities to achieve goals? | Yes ☐ | | | | No ☐ | |  | | |
| **1.b** | | Has the UCEDD provided a summary report of the results of their evaluation of the UCEDD five-year grant period? *This is an evaluation of the UCEDD core grant itself, not a selected project.* | Yes ☐ | | | | No ☐ | |  | | |
| **ANALYSIS OF OUTPUTS AND OUTCOMES** | | | | | | | | | | | |
| **OUTPUTS AND OUTCOMES**  *This information is found in Part 2 of the UCEDD CLOSEOUT REPORT* | | | | | | | | | | | | |
| **2. CORE FUNCTION: INTERDISCIPLINARY TRAINING** | | | | | | | | | | | | |
| **ITEM** | **REVIEW PROMPT** | | | **ANSWER** | | | | | **COMMENTS** | | | |
| **2.a** | The UCEDD provides the percent of UCEDD long term trainees who report they applied knowledge and skills one time or more | | | Yes ☐ | | | No ☐ | |  | |
| **2.b** | % of UCEDD intermediate and long term trainees reporting application of knowledge and skills one time or more | | | Enter % Click here to enter text. | | | | |  | |
| **2.c** | The UCEDD provides the percent of former UCEDD long-term trainees working in areas of high need - underserved or vulnerable populations. | | | Yes ☐ | | | No ☐ | |  | |
| **2.d** | The UCEDD provides the number of individuals with DD receiving services from former UCEDD long-term trainees | | | Yes ☐ | | | No ☐ | |  | |
| **2.e** | The UCEDD provides the percent of former UCEDD long-term trainees in leadership positions | | | Yes ☐ | | | No ☐ | |  | |
| **2.f** | The UCEDD provides the number and type (discipline, intermediate, long-term) of UCEDD trainees trained in the DD field. | | | Yes ☐ | | | No ☐ | |  | |
| **2.g** | The UCEDD provides the number of Interdisciplinary Pre-Service Programs implemented. | | | Yes ☐ | | | No ☐ | |  | |
| **2.h** | The UCEDD provides the number of discipline specific Pre-Service Programs implemented. | | | Yes ☐ | | | No ☐ | |  | |
| **2.i** | The UCEDD provides demographic data on the diversity of UCEDD trainees (race, ethnicity, gender, relationship with disability, primary language) | | | Yes ☐ | | | No ☐ | |  | |
| **2.j** | The UCEDD interdisciplinary training process reflects a mix of students from diverse academic disciplines/ academic programs. | | | Yes ☐ | | | No ☐ | |  | |
| **2.k** | The UCEDD interdisciplinary training process reflects a mix of students from cultures that reflect the diversity of the community. | | | Yes ☐ | | | No ☐ | |  | |
| **2.l** | Does the UCEDD provide the total number of training events conducted outside the UCEDD? | | | Yes ☐ | | | No ☐ | |  | |
| **2.m** | Does the UCEDD provide the total number of hours for training events conducted outside the UCEDD? | | | Yes ☐ | | | No ☐ | |  | |
| **2.n** | Does the UCEDD provide the total number of participants/students trained? | | | Yes ☐ | | | No ☐ | |  | |
| **2.o** | The UCEDD provides the percent of UCEDD long-term trainees reporting an increase in knowledge or skills and/or change in attitude | | | Yes ☐ | | | No ☐ | |  | |
| **2.p** | % of UCEDD intermediate and long term trainees reporting an increase in knowledge or skills and/or change in attitude | | | Enter % Click here to enter text. | | | | |  | |
| **2.q** | Are there any variances or outliers noted in the UCEDD’s report? | | | Yes ☐ | | | No ☐ | |  | |
| **3. CORE FUNCTION: CONTINUING EDUCATION** | | | | | | | | | | | | |
| **ITEM** | **REVIEW PROMPT** | | | **ANSWER** | | | | | **COMMENTS** | | | |
| **3.a** | The UCEDD provides the number of professionals, number of programs, length of program | | | Yes ☐ | | | No ☐ | |  | | | |
| **3.e** | Are there any variances or outliers noted in the UCEDD’s report? | | | Yes ☐ | | | No ☐ | |  | | | |
| **4. CORE FUNCTION: COMMUNITY SERVICES - TRAINING** | | | | | | | | | | | | |
| **ITEM** | **REVIEW PROMPT** | | | **ANSWER** | | | | | **COMMENTS** | | | |
| **4.a** | The UCEDD provides the number of people trained, by participant type, in areas of emphasis | | | Yes ☐ | | | No ☐ | |  | | | |
| **4.b** | The UCEDD provides the number of discrete training events and/or training series in areas of emphasis | | | Yes ☐ | | | No ☐ | |  | | | |
| **4.c** | For recipients of regular, on-going trainings, the UCEDD provides the percent reporting an increase in knowledge gained in areas of emphasis | | | Yes ☐ | | | No ☐ | |  | | | |
| **4.d** | Are there any variances or outliers noted in the UCEDD’s report? | | | Yes ☐ | | | No ☐ | |  | | | |
| **5. CORE FUNCTION: COMMUNITY SERVICES – TECHNICAL ASSISTANCE** | | | | | | | | | | | | |
| **ITEM** | **REVIEW PROMPT** | | | **ANSWER** | | | | | **COMMENTS** | | | |
| **5.a** | The UCEDD describes significant impact of at least one TA project/activity over the 5 years | | | Yes ☐ | | | No ☐ | |  | | | |
| **5.b** | The UCEDD provides the number of hours of TA provided by area of emphasis and by organization type | | | Yes ☐ | | | No ☐ | |  | | | |
| **5.c** | The UCEDD provides consumer satisfaction data for the Community Service Technical Assistance core function in the appropriate area(s) of emphasis for activities in which UCEDD was the lead. | | | Yes ☐ | | | No ☐ | |  | | | |
| **5.d** | Community Services: TA - For TA recipients with a sustained relationship with the UCEDD, %reporting increase in any of the identified or requested item(s). | | | Enter % Click here to enter text. | | | | |  | | | |
| **5.e** | Are there any variances or outliers noted in the UCEDD’s report? | | | Yes ☐ | | | No ☐ | |  | | | |
| **6. CORE FUNCTION: COMMUNITY SERVICES – MODEL SERVICES (\*\*OPTIONAL)** | | | | | | | | | | | | |
| **ITEM** | **REVIEW PROMPT** | | | | **ANSWER** | | | | | **COMMENTS** | | |
| **6.a** | The UCEDD describes significant impact of at least one model services project/activity over the 5 years | | | | Yes ☐ | | | No ☐ | |  | | |
| **6.b** | The UCEDD provides the number of specialized services offered | | | | Yes ☐ | | | No ☐ | |  | | |
| **6.c** | Community Services: Model Services - number of individuals who received specialized services from the UCEDD to enhance the well-being and status of the recipient. (optional) | | | | Enter # Click here to enter text. | | | | |  | | |
| **6.d** | Are there any variances or outliers noted in the UCEDD’s report? | | | | Yes ☐ | | | No ☐ | |  | | |
| **7. CORE FUNCTION: COMMUNITY SERVICES – DEMONSTRATION SERVICES (\*\*OPTIONAL)** | | | | | | | | | | | | |
| **ITEM** | **REVIEW PROMPT** | | | | **ANSWER** | | | | | **COMMENTS** | | |
| **7.a** | The UCEDD describes significant impact of at least one demonstration service project/activity over the 5 years | | | | Yes ☐ | | | No ☐ | |  | | |
| **7.b** | The UCEDD provides the number of services offered by UCEDD being field tested; numbers offered in partnership | | | | Yes ☐ | | | No ☐ | |  | | |
| **7.c** | The UCEDD provides the number of demonstration services provided over the 5-year core grant period, and the total number of demonstration services resulting in modification to services being tested. | | | | Yes ☐ | | | No ☐ | |  | | |
| **7.d** | Community Services: Demonstration Services - UCEDD and/ or partnering agency adopts findings from field test to make at least one modification to the UCEDD services being field tested. (optional) | | | | Enter % Click here to enter text. | | | | |  | | |
| **7.e** | Are there any variances or outliers noted in the UCEDD’s report? | | | | Yes ☐ | | | No ☐ | |  | | |
| **8. CORE FUNCTION: RESEARCH** | | | | | | | | | | | | |
| **ITEM** | **REVIEW PROMPT** | | | | **ANSWER** | | | | | **COMMENTS** | | |
| **8.a** | The UCEDD describes significant impact of at least one research project/activity over the 5 years | | | | Yes ☐ | | | No ☐ | |  | | |
| **8.b** | The UCEDD provides the number of active research activities. | | | | Yes ☐ | | | No ☐ | |  | | |
| **8.c** | Does the UCEDD provide evidence of adopting research findings by modifying activities in the other core functions? | | | | Yes ☐ | | | No ☐ | |  | | |
| **8.d** | Are there any variances or outliers noted in the UCEDD’s report? (Valerie to provide information on outliers) | | | | Yes ☐ | | | No ☐ | |  | | |
| **9. CORE FUNCTION: INFORMATION DISSEMINATION** | | | | | | | | | | | | |
| **ITEM** | **REVIEW PROMPT** | | | | **ANSWER** | | | | | **COMMENTS** | | |
| **9.a** | The UCEDD describes significant impact of at least one dissemination project/activity over the 5 years | | | | Yes ☐ | | | No ☐ | |  | | |
| **9.b** | The UCEDD provides the number of products developed, disseminated, number of conference/presentations | | | | Yes ☐ | | | No ☐ | |  | | |
| **9.c** | Are there any variances or outliers noted in the UCEDD’s report? | | | | Yes ☐ | | | No ☐ | |  | | |
| **10. LEVERAGING**  1328.6(l) The UCEDD must demonstrate the ability to leverage resources. | | | | | | | | | | | | |
| **ITEM** | **REVIEW PROMPT** | | | | **ANSWER** | | | | | **COMMENTS** | | |
| **10.a** | The UCEDD provides the amount of funds leveraged which demonstrates the ability to leverage resources. | | | | Yes ☐ | | | No ☐ | |  | | |
| **10.b** | Average dollar amount leveraged per core dollar across the 5-year period | | | | Enter $ Click here to enter text. | | | | |  | | |
| **10.c** | Is there is range of local, state and federal funding sources sufficient to grow and sustain the UCEDD core functions in future years? | | | | Yes ☐ | | | No ☐ | |  | | |
| **10.d** | Are there any variances or outliers noted in the UCEDD’s report? | | | | Yes ☐ | | | No ☐ | |  | | |
| **11. DD NETWORK COLLABORATION -** *This information is found in Part 3 of the UCEDD CLOSEOUT REPORT*  1328.6(j) The UCEDD must maintain collaborative relationships with the State Developmental Disabilities Council and the Protection and Advocacy agency. In addition, the UCEDD must be a member of the State Developmental Disabilities Council and participate in Council meetings and activities, as prescribed by the Act. | | | | | | | | | | | | |
| **ITEM** | **REVIEW PROMPT** | | | | **ANSWER** | | | | | **COMMENTS** | | |
| **11.a** | The UCEDD describes significant impact of at least one collaborative effort over the 5 years | | | | Yes ☐ | | | No ☐ | |  | | |
| **11.b** | Critical issues/ barriers to collaboration or unexpected benefits identified? | | | | Yes ☐ | | | No ☐ | |  | | |
| **11.c** | Collaborative Strategies of at least one of issues/ barriers were identified including answers to (questions (a-f)? | | | | Yes ☐ | | | No ☐ | |  | | |
| **11.d** | Collaborative efforts with non-DD funded programs were represented? (The UCEDD must maintain collaborative relationships with the State Developmental Disabilities Council and the Protection and Advocacy agency. In addition, the UCEDDmust be a member of the State Developmental Disabilities Council and participate in Council meetings and activities, as prescribed by the Act.) | | | | Yes ☐ | | | No ☐ | |  | | |
| **11.e** | Outcomes of the network collaborations were identified? | | | | Yes ☐ | | | No ☐ | |  | | |
| **Overall Analysis** | | | | | | | | | | | | |
| **ITEM** | **REVIEW PROMPT** | | | | | **ANSWER** | | | | **COMMENTS** | | |
| **12** | The UCEDD submitted its 5 Year Closeout Report | | | | | Yes ☐ | | No ☐ | |  | | |
| **13** | The UCEDD submitted its financial status report. | | | | | Yes ☐ | | No ☐ | |  | | |
| **14** | The Closeout Report adequately describes the activities and accomplishments of the Center during the 5-year core grant period, including a description of the Center’s goals, the extent to which the goals were achieved, and barriers to their achievement. | | | | | Yes ☐ | | No ☐ | |  | | |
| **15** | Is the UCEDD in compliance with the Center requirements? | | | | | Yes ☐ | | No ☐ | |  | | |
| **16** | Is it recommended that this UCEDD be referred for a Tier 2 review to better understand issues related to interdisciplinary pre-service training and/or continuing education? | | | | | Yes ☐ | | No ☐ | |  | | |
| **17** | Is it recommended that this UCEDD be referred for a Tier 2 review to better understand issues related to community services? | | | | | Yes ☐ | | No ☐ | |  | | |
| **18** | Is it recommended that this UCEDD be referred for a Tier 2 review to better understand issues related to research? | | | | | Yes ☐ | | No ☐ | |  | | |
| **19** | Is it recommended that this UCEDD be referred for a Tier 2 review to better understand issues related to information dissemination? | | | | | Yes ☐ | | No ☐ | |  | | |