NIRS Data Coordinator Quarterly Call

February 26, 2026

AUCD

Association of University Centers On Disabilities

Agenda

Time	Topic
3:00pm to 3:30pm	**Welcome and Introductions from AUCD Staff** DGIS Report Due Date Changes, LEND, LEAH, PPC Feedback Survey, Mentorship Opportunity, Reporting to Pub/Submitted Scholarly Journals, AUCD Data Initiatives and Funded Requests
3:30pm to 4:00pm	**Data Coordination Panel** Laurie Fleming (TN UCEDD), Julie Schears (WI LEND), Tony Cahill (NM LEND/UCEDD)
4:00pm to 4:30pm	**Q&A**

A U C D

AUCD Staff Introductions

DGIS Report Due Date Changes

DGIS Report Due Date Changes

As a result of HHS adoption of [2 CFR 200](), MCHB is required to change the due dates of DGIS reports. Changes include the following:

- **New Competing Performance Report (NCPR):** instead of being due 120 days after report creation, the NCPR will be due *90 days after creation*. As a reminder, this report type is created the first day of the project period and asks the grantee to set baseline information for their project.

- **Non-Competing Continuation Performance Report (NCCPR):** instead of being due 120 days after report creation, the NCCPR will be due *90 days after creation*. As a reminder, this report type is created the first day of the next budget period and looks back at the previous budget period.

- **Project Period End Performance Report (PPER):** instead of being due 90 days after report creation, the PPER will be due *120 days after creation*. As a reminder, this report type is created the day after the project period ends and looks back at the last budget period.

LEND, LEAH and DBP Program Feedback on Using NIRS Tools in the Program Year 2024 Reporting Process

LEND LEAH and DBP Program Feedback on Using NIRS Tools

Thank you to everyone who provided feedback.

We hear your feedback and appreciate the comments. AUCD will work closely with our federal partners. AUCD is always looking for ways to improve its processes and training, especially during a time when there are a lot of changes in federal guidance.

The survey's feedback comments were sorted into two groups:

1) Feedback for MCHB DGIS system and TA support

2) Feedback on NIRS

- Reports,

- Export Tool, and

- Crosswalk documentation

Feedback on NIRS: REPORTS: #1 Partnerships and Collaborations

DGIS Forms (see Attachment B, pages 23-24)

Currently, there is no NIRS Standard report that produces data that correctly provides an unduplicated number of collaborators.

- For **PY 2025**, AUCD will update the existing NIRS report to help you collect accurate data for the DGIS reporting form.

- For **PY 2026**, AUCD will update the online form for the Partnership and Collaboration field. That update will allow entering each collaborator's name in a separate online field.

    The NIRS report will display the accurate, unduplicated values that will be ready for copy/paste in the DGIS system.

Feedback on NIRS: REPORTS: #2 Training and Workforce Development

Training and Workforce Development through a Degree, Certification, or Formal course: Trainee Types, Focus, and Total # (2025+)		
		NEW COLUMN
Trainee Type (# activities)	Trainee Focus (# activities)	Topic Areas
conditions to select activity records:	**conditions to select activity records:**	**conditions to select activity records:**
Program type = LEND-only or UCEDD+LEND AND Core Function =Continuing Education/Community Training AND *'*Did the activity provide training and workforce development through a Degree, Certification, or Formal Course??* = YES	Program type = LEND-only or UCEDD+LEND AND Core Function =Continuing Education/Community Training AND *'*Did the activity provide training and workforce development through a Degree, Certification, or Formal Course??* = YES	Program type = LEND-only or UCEDD+LEND AND Core Function =Continuing Education/Community Training AND *'*Did the activity provide training and workforce development through a Degree, Certification, or Formal Course??* = YES

Feedback on NIRS: REPORTS: #2 Training and Workforce Development (continued)

Training and Workforce Development through a Continuing Education: Trainee Types, Focus, and Total # (2025+)		
~~Trainee Type (# activities)~~ **Continuing Education Participant Type**	NEW COLUMN Continuing Education Subject Area	NEW COLUMN Topic Areas
conditions to select activity records: Program type = LEND-only or UCEDD+LEND AND Core Function =Continuing Education/Community Training AND '*Did the activity provide training and workforce development through Continuing Education? = YES	**conditions to select activity records:** Program type = LEND-only or UCEDD+LEND AND Core Function =Continuing Education/Community Training AND '*Did the activity provide training and workforce development through Continuing Education? = YES	**conditions to select activity records:** Program type = LEND-only or UCEDD+LEND AND Core Function =Continuing Education/Community Training AND '*Did the activity provide training and workforce development through Continuing Education? = YES

Feedback on NIRS: REPORTS: #3 Technical Assistance

- Technical Assistance form: Number of organizations assisted

Feedback on NIRS: Crosswalk

[2025-2026 Crosswalk of NIRS and MCHB LEND, LEAH, DBP](#)

- AUCD will make updates that will reflect all changes in the reports.

- AUCD will share the latest version through the Data Coordinators listserv

Feedback on NIRS: NIRS Export Tool

A. **Discipline field in trainees' profiles**: AUCD will correct the mapping issue for the "Family/Parent/Youth Advocacy" field to properly align it with the MCHB discipline list.

B. **The Zip code field in Trainee profiles:** Export 2025+ truncated the zip code if it started with 0.

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AUCD Data Initiates and Funder Requests

UCEDD Programs Scaled to Create National Impact

- ACL requested AUCD to compile projects and activities across the network that started as a local or statewide initiative and were expanded / "scaled" to a national level.

- AUCD utilized NIRS and supplied our federal partners with over 350 items from 2002 to the present to support advocacy efforts on the hill.

- The link to the PDF file can be found on the AUCD URC website: https://www.aucd.org/network-report

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2025 Report on
Make America Healthy Again Initiatives

- ACL requested how UCEDDs are aligned with MAHA activities, specifically how they support nutrition and fitness efforts, mental health, and research initiatives.

- AUCD utilized NIRS and supplied ACL with 76 pages worth of content.

- The link to the PDF file can be found on the AUCD URC website: https://www.aucd.org/network-report

Impact of LEND Programs (AUCD Policy Request)

The AUCD Policy Team is educating policymakers about the impact of the LEND Programs:

- In **2025**, LEND Programs trained over 2,300 trainees (**300+ contact hours**) in over 40 professional disciplines.

- In **2025**, LEND Programs trained over 6,000 trainees (**1-300+ contact hours**) in over 40 professional disciplines.

- From **1997-present**, LEND Programs have trained over 46,000 trainees **(300+ contact hours**) in over 40 professional disciplines.

Looking Back

UCEDD Activities Since 2009
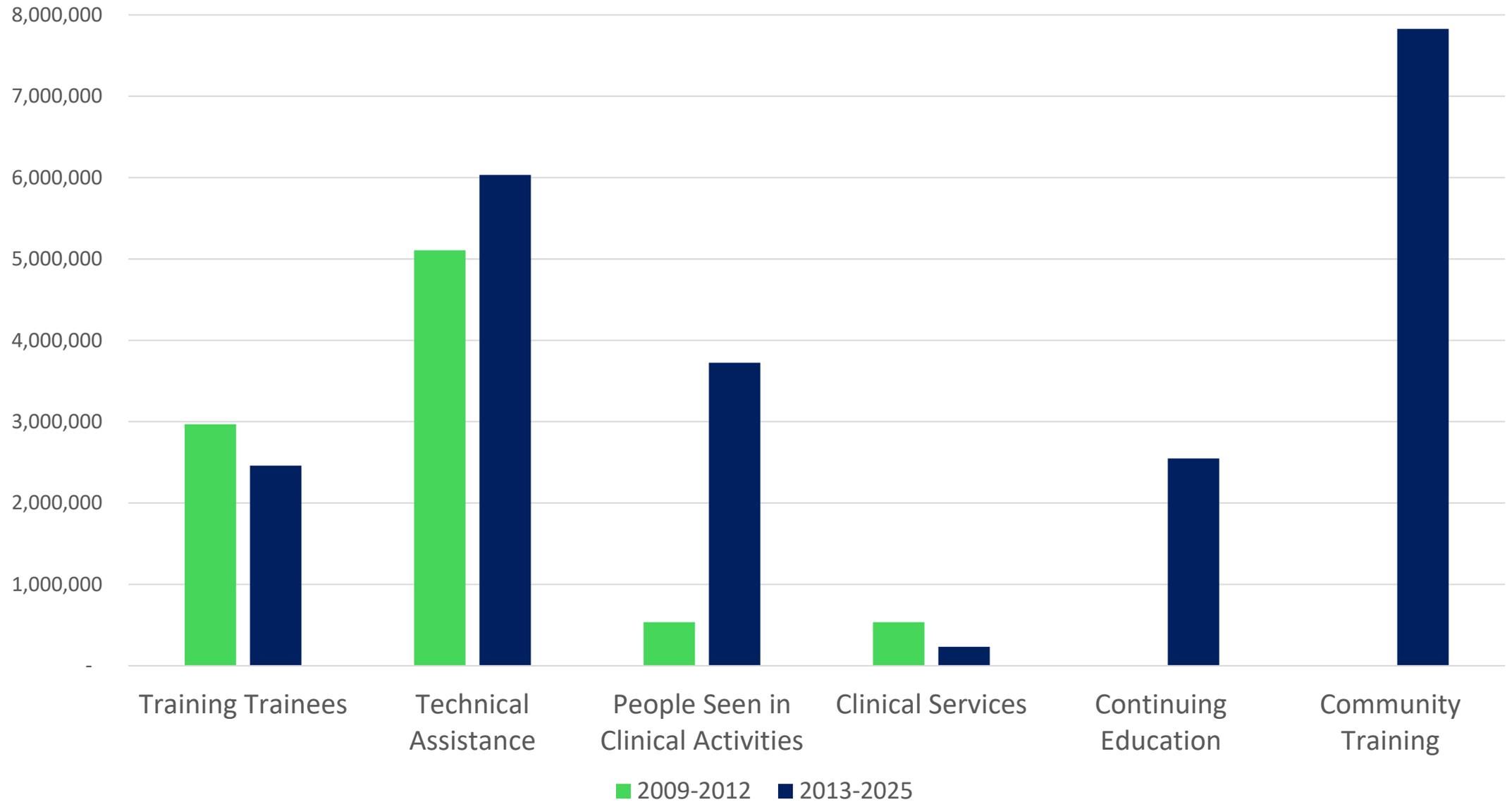
UCEDD Products Since 2009

Category	
Web-Based Products	
Reports / Monographs	
Press Communications	
Peer-Reviewed (Published / In Press)	
Peer-Reviewed (Submitted)	
Pamphlets / Fact Sheets	
Other Products	
Newsletters	
Electronic Products	
Theses/Dissertations	
Distance Learning Modules	
Conference Presentations/Posters	
Book Chapters	
Books	
Academic Course Development	

Total 2009–2012   Total 2013–2025

Total Trained Since 2006
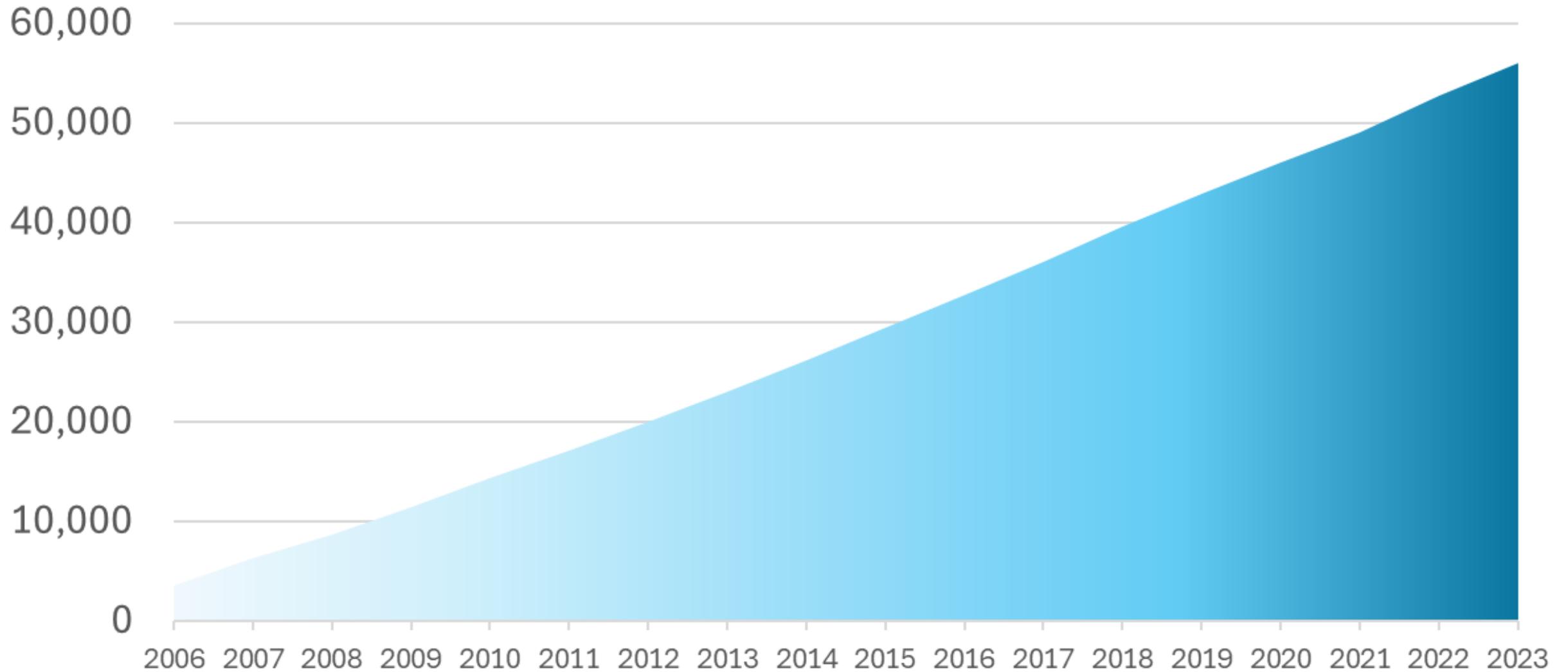
NIRS URC and ITAC Help Desk Requests by Month July 1, 2024 - June 30, 2025
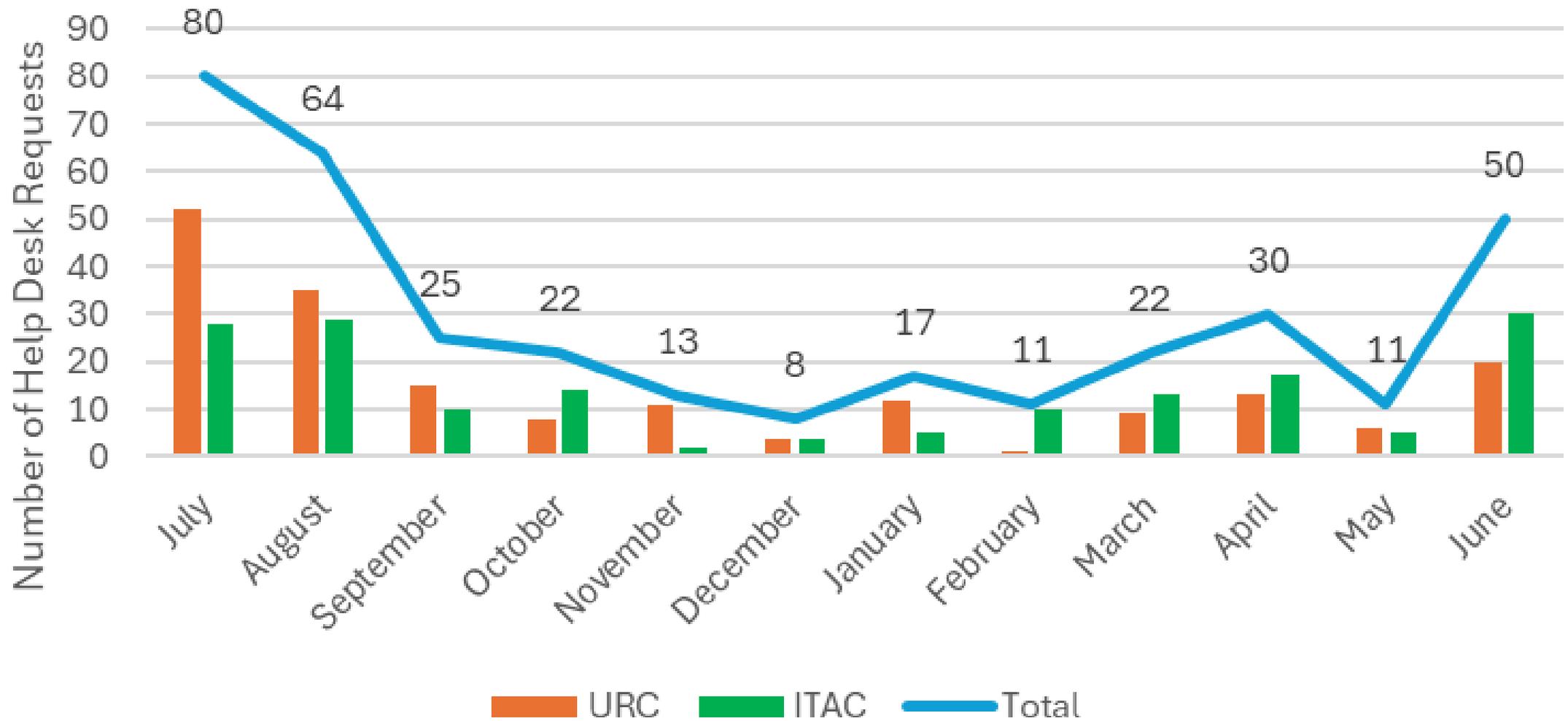
Mentorship Opportunity

Data Coordinator Mentorship Program

The Data Coordinator Mentorship Program is intended to provide check-ins with another data coordinator who has been in their position for many years.

Mentors can share solutions to many unique challenges data coordinators face, such as:

- Streamlining data collection/data entry processes unique to your Center/Program

- Problem-solving in a variety of areas, e.g., standard reports, custom reports, managing data in Excel

- Share historical knowledge

- …and much more!

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Mentorship Program Matching Criteria

Newer Data Coordinators are matched with seasoned data coordinators based on:

- Program Affiliation (LEND, UCEDD, UCEDD+LEND, DBP, PPC, LEAH).

- Supervisory Structure

- Estimated Program Size

- Data Coordination Structure, e.g., how often does your Program complete data entry?

- How many people are entering data in NIRS?

- Mentee Goals and Mentor Strengths

Mentorship Program Sign Up

If you are interested in participating either as a mentee or mentor, please fill out the assessment. AUCD will be discussing matches in March and will run through February of 2027.

https://www.surveymonkey.com/r/Data_Coordinator_Mentorship2026

Reporting to Published/Submitted Scholarly Journals in the Products Dataset

Background

In the Products Dataset, there are two material types for journal articles based on federal guidance, one for articles that have been submitted and a separate material type for journals that have been published.

Peer-reviewed publications in scholarly journals Published/In Press (read definition)   ⊕ Add

Peer-reviewed publications in scholarly journals submitted (read definition)   ⊕ Add

Data coordinators report both when a scholarly journal has been submitted and when a journal has been published (two records per journal article).

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Background (continued)

- Only LEND and DBP Programs are required to report on products and publications.

- When Programs report their submitted or published scholarly article, the entry should reflect the article's current status in the process. There should only be one entry per journal article, classified as either submitted or published.

- UCEDD Centers should also follow the same approach.

- Centers/Programs will need to transition a "submitted" journal article to a "published" journal article once accepted.

Step by Step Walkthrough

1. Add the scholarly journal as "Submitted".

In the Products Dataset, select "Add Products" and select the add button next to material type Material Type **"Peer-reviewed publications in scholarly journals submitted"**.

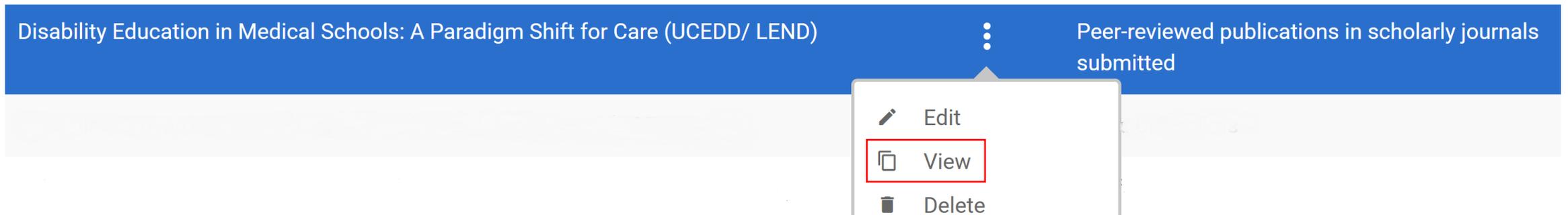2. Enter data on the form and save the page.
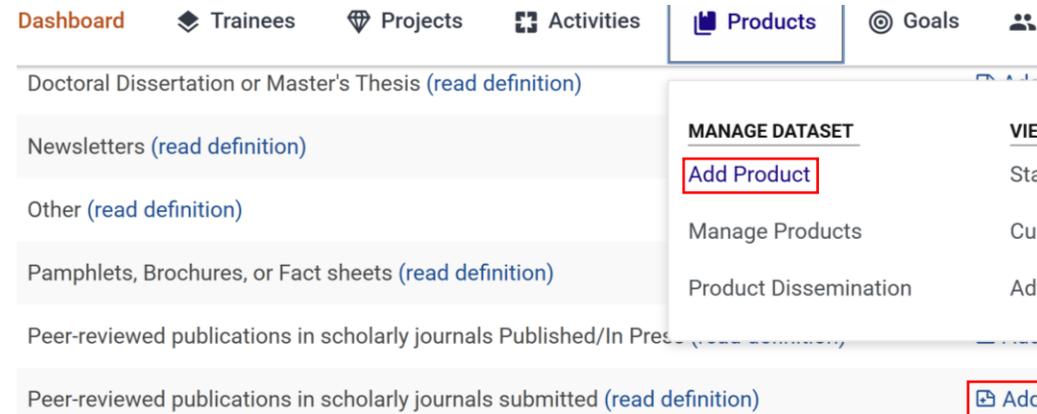
Step by Step Walkthrough

3. Once the journal article has been accepted into the journal, you need to transition the record from material type "Peer-reviewed publications in scholarly journals submitted" to material type "Peer-reviewed publications in scholarly journals Published/In Press".

Note: you will need to prepare the following required fields before proceeding: Article DOI, volume, number, pages, date of publication, and dissemination vehicle.

Step by Step Walkthrough

4. To transition the record, go to the Products Dataset and select "Manage Product". Locate the article you previously entered under material type "Peer-reviewed publications in scholarly journals submitted".

5. Next to the desired record, click on the three dots and select "View".

Disability Education in Medical Schools: A Paradigm Shift for Care (UCEDD/ LEND)	⋮	Peer-reviewed publications in scholarly journals submitted

✏ Edit

▣ View

🗑 Delete

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Step by Step Walkthrough

6. At the top of the page, you will see a drop-down box "—New Material type--". Select "Peer-reviewed publications in scholarly journals Published/In Press". Click the green "Save as New" button.

PREVIOUS | NEXT

Peer-reviewed publications in scholarly journals Published/In Press ⌄

💾 Save as New   ✏ Edit

Program Type	LEND,UCEDD
Covid-19 Related	No
Product ID	256444
Type of Material	Peer-reviewed publications in scholarly journals submitted

7. This will bring up a pre-filled document based on data entry previously completed. Fill in the additional required information and update fields as needed. Save the page once all data entry is complete.

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Step by Step Walkthrough

8. The initial record is not automatically deleted. Return to the Products Dataset "Manage Products". Locate the record again with material type ""Peer-reviewed publications in scholarly journals submitted".

9. You must delete the old record. Next to the desired record, click on the three dots and select "Delete". Records can only be deleted within the current year of data collection.
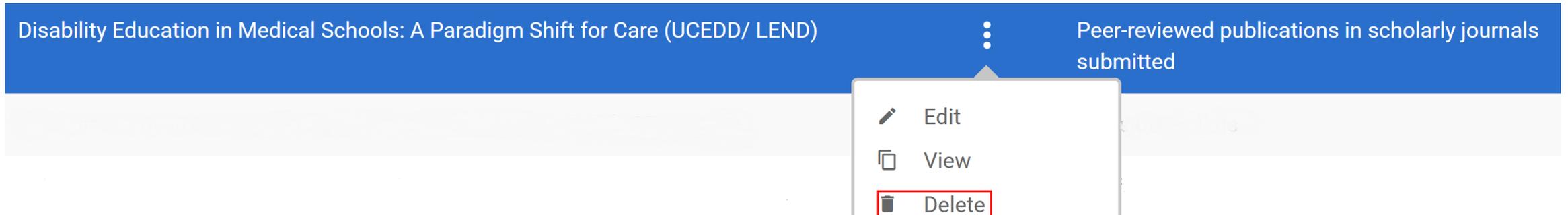
If you have a journal that was submitted but not accepted until the following year, report both articles where it will exist as submitted in the prior year and then published in the current year.

Data Coordinator Panel

Panel Questions / Topics

1. What major data-related changes affected your Center/Program's reporting within the past year (e.g., UCEDD Annual PPR, NIRS reports for LEND/LEAH/PPC/DBP), and what strategies did your Center/Program use to address those challenges?

2. How has your approach to managing faculty/staff records (e.g., PI's in Projects, or collaborators and authors of Activities and Products) evolved over time? How have you addressed challenges and/or gained faculty/staff buy-in related to accurate profile management?

3. If you could change one thing about the current reporting process in NIRS, what would it be and what advice would you give to data coordinators in similar roles?

4. Audience Questions for the panelists

Questions and Answers (Q&A)

Provide us feedback on today's event!

https://www.surveymonkey.com/r/DCQCFeb2026