NIRS Data Coordinator Annual Meeting

November 8, 2026

AUCD

Association of University Centers On Disabilities

Agenda

Time	Topic
12:00pm to 12:30pm	**Welcome and Announcements from AUCD Staff** • Mentorship Program
12:30pm to 1:15pm	**Better Together: Directors and Data Coordinators Driving Data Quality, Reporting and Impact**
1:15pm to 1:30pm	**Break**
1:30pm to 2:30pm	**Practical Framework for Data Coordinators to Assign Program Type to NIRS Activity Records**
2:30pm to 2:55pm	**Partners in Data Bingo**
2:55pm to 3:00pm	**Closing Remarks**

AUCD Staff Introductions





HRSA
Health Resources & Services Administration

Discretionary Grants Information System (DGIS) Overview & Updates

National Information and Reporting System (NIRS) Data Coordinator Annual Meeting

November 8, 2026

Morgan Scheier
Public Health Analyst, Division of MCH Workforce Development
Maternal and Child Health Bureau (MCHB)

Vision: Healthy Communities, Healthy People



AGENDA

- DGIS Overview
- Recent DGIS Updates
- NIRS vs. DGIS
- DGIS Data



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DGIS Overview

What is DGIS?

DGIS stands for Discretionary Grants Information System. It's a data reporting system in HRSA's Electronic Handbooks. DGIS data are used to assess performance at both the individual grantee and program levels, helping MCHB understand progress toward program goals and outcomes.

What are the different report types and when are they open?

Report Type	Reporting Period	Available Date	Report Due Date
New Competing Performance Report (NCPR)	Years 1-5; this report includes administrative data	Period of performance start date	90 days from the available date
Non-Competing Continuation Performance Report (NCCPR)	Year 1 Year 2 Year 3 Year 4	Beginning of each project year (Years 2-5)	90 days from the available date
Project Period End Performance Report (PPER)	Year 5	Day after project period ends	120 days from the available date

DGIS Form Assignments

The following forms are assigned to your annual DGIS performance reports:

CENTRAL FORMS

- Project Abstract
- Financial Form
- Training and Workforce Development
- Partnerships and Collaboration
- Engaging Families and Other Individuals
- Technical Assistance
- Quality Improvement and Evaluation
- Publications, Conference and Web-Based Products*
- Products and Submissions Data*

ADDITIONAL DATA ELEMENT FORMS

- Faculty and Staff
- Short-Term Trainees
- Medium-Term Trainees
- Long-Term Trainees
- Former Long-Term Trainees

*Leadership Education in Neurodevelopmental and Related Disabilities (LEND) and Developmental Behavioral Pediatrics (DBP) programs only

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DGIS Reporting Timeline



NCPR

Collects administrative data for the five-year period

Released at the beginning of the project period

Open for 90 days (due at the end of September, Year 1)

NCCPR

Collects data from Year 1

Released the day after Year 1 concludes

Open for 90 days (due at the end of September, Year 2)

NCCPR

Collects data from Year 2

Released the day after Year 3 concludes

Open for 90 days (due at the end of September, Year 3)

NCCPR

Collects data from Year 3

Released the day after Year 3 concludes

Open for 90 days (due at the end of September, Year 4)

NCCPR

Collects data from Year 4

Released the day after Year 4 concludes

Open for 90 days (due at the end of September, Year 5)

PPER

Collects data from Year 5

Released the day after the project period concludes

Open for 120 days (due at the end of October)

Recent DGIS Updates – Report Due Dates

As a result of HHS adoption of **2 CFR 200**, MCHB changed the due dates of DGIS reports. The change went into effect on **January 22, 2026.**

DGIS Report Type	Report Frequency	Old Due Date	New Due Date (2 CFR 200)
New Competing Performance Report (NCPR)	Once at the beginning of the project period	**120 days** from the available date	**90 days** from the available date
Non-Competing Continuation Performance Report (NCCPR)	Annually at the end of Years 1-4	**120 days** from the available date	**90 days** from the available date
Project Period End Performance Report (PPER)	Once at the end of the project period	**90 days** from the available date	**120 days** from the available date

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Recent DGIS Updates – Form Updates

Several DGIS forms were updated in June 2026 with the following changes:

- New keywords/topics
- Edited keywords/topics
- Language updates
- Training Form 2 removed

Current OMB approved DGIS forms are available on the MCHB DGIS webpage:

mchb.hrsa.gov/data-research/discretionary-grants-information-system-dgis



Background on DGIS forms

Forms inside DGIS were updated on June 25, 2026.

A copy of the current OMB approved forms can be accessed below.

DGIS OMB 0915-0298 Attachment B_Central Forms (PDF - 840 KB)

DGIS OMB 0915-0298 Attachment C_Program Specific Forms (PDF - 836 KB)

DGIS OMB 0915-0298 Attachment D_Additional Data Elements Forms (PDF - 449 KB)

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NIRS vs. DGIS

While NIRS and DGIS collect similar information, they are not connected!

The web-based **National Information and Reporting System (NIRS)** is the national, web-based data reporting and retrieval system for the AUCD Network.

NIRS is an optional tool that allows AUCD Network members to manage data on their training programs, projects, activities, and products. Network members can use NIRS to help them comply with federal reporting requirements.

Network members can use NIRS and its available resources to support data entry into DGIS performance reports.

MCHB Programs with NIRS Access

The following MCHB programs are eligible to use NIRS:

- **Leadership Education in Neurodevelopmental and Related Disabilities (LEND)**
- **Developmental Behavioral Pediatrics (DBP) Program**
- **Leadership Education in Adolescent Health (LEAH)**



NIRS vs. DGIS, cont'd

AUCD (Association of University Centers on Disabilities)		HRSA Maternal & Child Health
	Organization	
National Information and Reporting System (NIRS)	*Data System*	**Discretionary Grants Information System (DGIS)** ***housed in HRSA's Electronic Handbooks (EHB)**
Trainee Dataset **Products Dataset** **Activities Dataset** **Directory Dataset**	*Where Data Is Entered*	**DGIS Performance Reports**

Resources to Support Data Entry into DGIS Performance Reports:

- NIRS Standard Reports and Tools (*ask AUCD team*)
- Crosswalk of MCHB Training Programs Performance Measures with NIRS Standard Reports (*ask AUCD team*)
- DGIS User Guide

NIRS vs. DGIS, cont'd

NIRS	DGIS
☑️ Optional for MCHB grantees*	✅ Required for MCHB grantees
🗓️ NIRS is available *year-round* for data reporting and management	🗓️ DGIS performance reports open *after* each project year for 90 or 120 days
🔍 MCHB does not review/cannot see data entered into NIRS	🔍 MCHB reviews data entered into DGIS performance reports
❓ Questions should be directed to the AUCD/NIRS team	❓ Questions should be directed to your MCHB Project Officer

*Autism CARES Module reporting in NIRS is required for LEND and DBP programs

Trainee Counts

From FY 2020-2024 (July 1, 2020, through June 30, 2025), the following programs trained:

LEND

109,000+

Total Trainees

(Short-, Medium-, and Long-Term Trainees)

DBP

14,800+

Total Trainees

(Short-, Medium-, and Long-Term Trainees)

Over this 5-year period, these programs trained

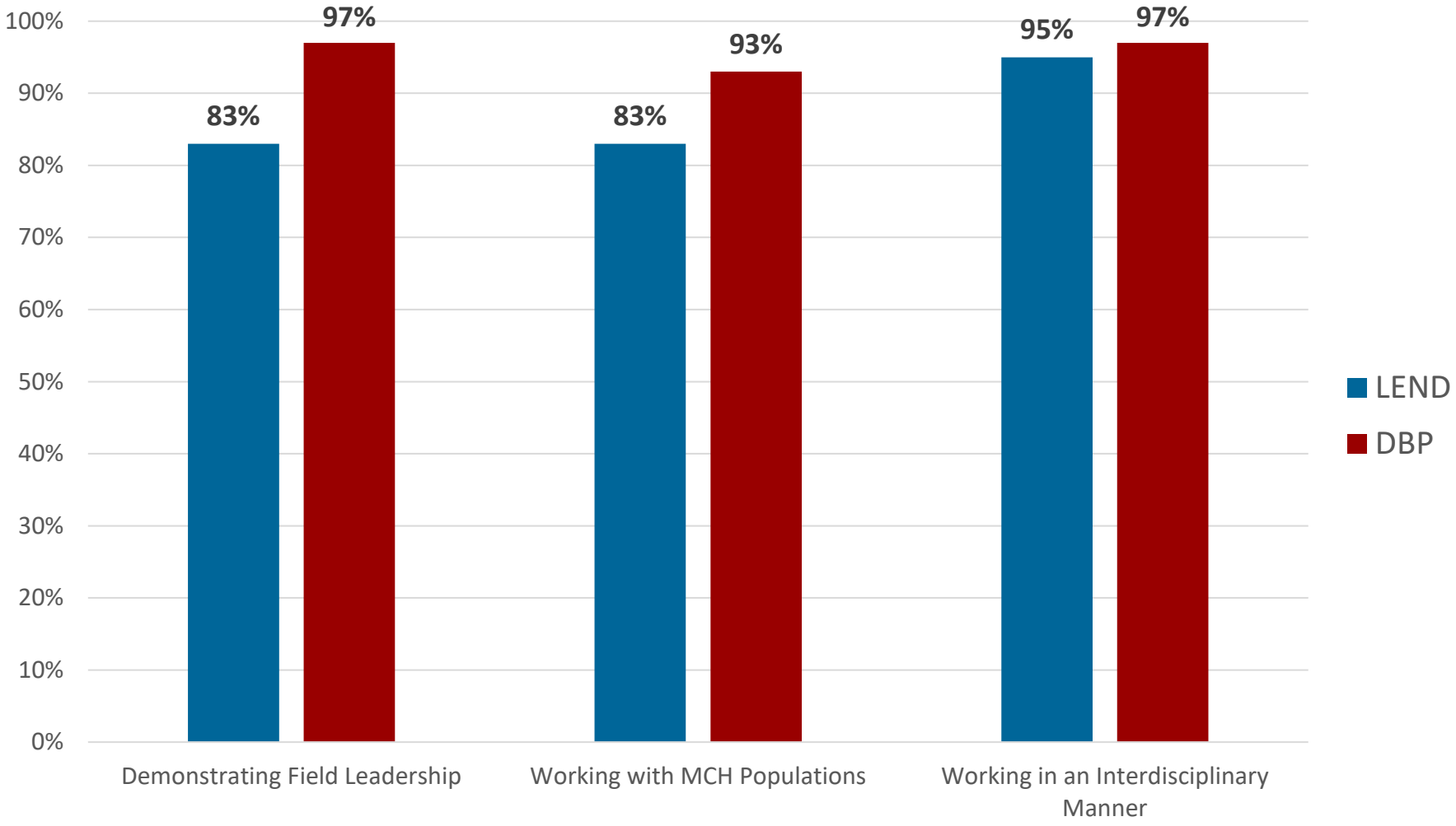
8,500+ Long-Term Trainees

(300+ contact hours of training)

Source: Discretionary Grants Information System, Fiscal Year 2020-2024

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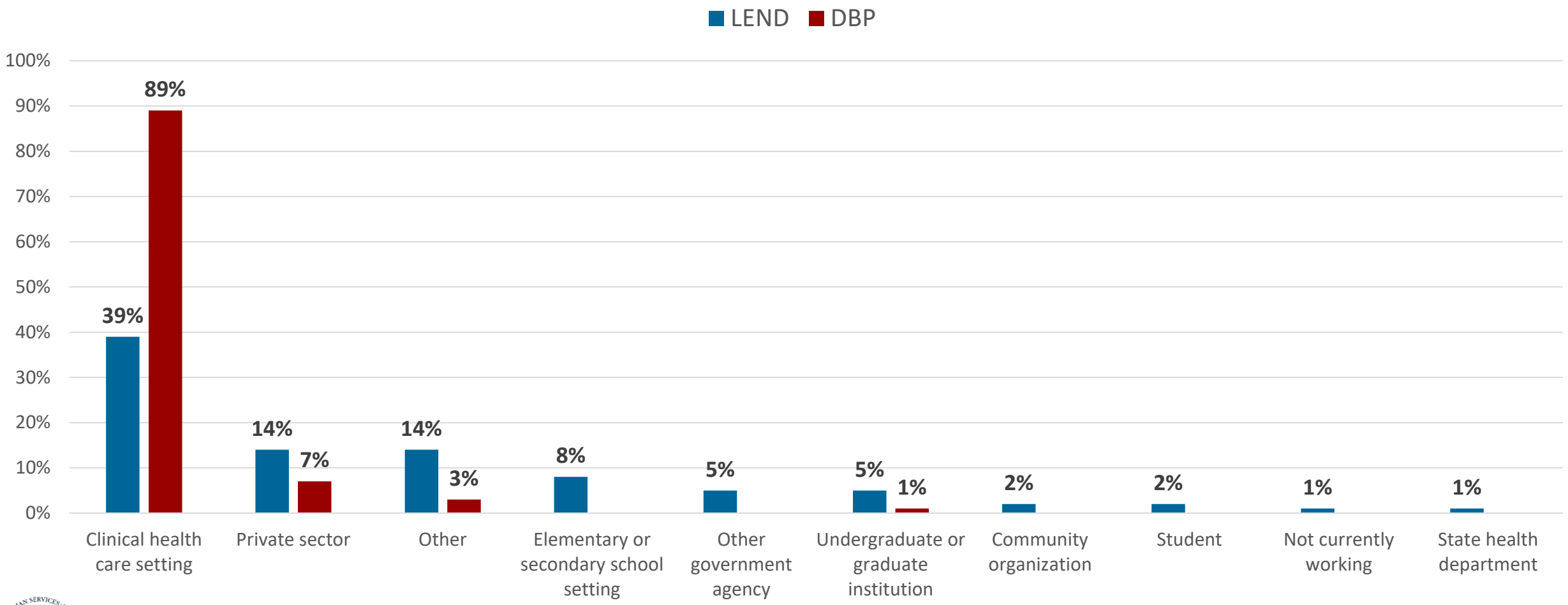
Percent of Former Trainees, 5 Years Post Training, Demonstrating Each Outcome



Source: Discretionary Grants Information System, Fiscal Year 2020-2024

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Percent of Former Trainees, 5 Years Post Training, by Employment Setting



Source: Discretionary Grants Information System, Fiscal Year 2020-2024

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Continuing Education

LEND

17,692
Continuing Education Sessions

1,644,758
Continuing Education Participants



DBP

2,836
Continuing Education Sessions

249,991
Continuing Education Participants

Source: Discretionary Grants Information System, Fiscal Year 2020-2024

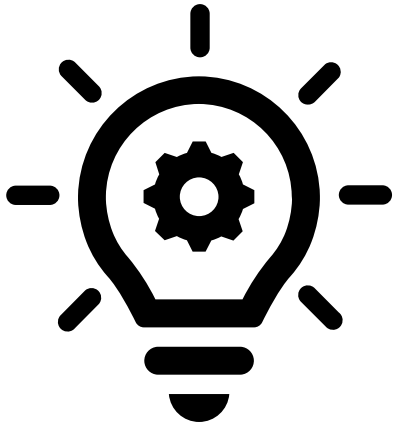
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Technical Assistance

LEND

18,898
Technical Assistance Activities

657,933
Technical Assistance Recipients



DBP

2,502
Technical Assistance Activities

56,478
Technical Assistance Recipients

Source: Discretionary Grants Information System, Fiscal Year 2020-2024

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Questions?



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www.HRSA.gov

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Announcements

Data Coordinator Mentorship Program

The Data Coordinator Mentorship Program provides an opportunity for newer data coordinators to connect with experienced peers who have served in their roles for many years. Through regular check-ins, mentors can offer guidance and share practical strategies to:

- Streamline data collection/data entry processes unique to your Center/Program
- Problem-solve across a variety of areas, e.g., standard reports, custom reports, managing data in Excel
- Share historical knowledge and context
- …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 below. AUCD will review matches in February 2027. The Mentorship Program will continue through February of 2028.

https://www.surveymonkey.com/r/NIRSMentorshipProgram2027



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Better Together: Directors and Data Coordinators Driving Data Quality, Reporting and Impact

Better Together: Collaboration Between Directors and Data Coordinators Improves Data Quality, Reporting, and Impact

The conversation will focus on how partnerships between leadership and data coordinators strengthen program management, narrative communication, federal reporting, and decision-making. The collaboration should lead not only to better data but to better outcomes.

Panelists:

AK-Center for Human Development, UCEDD/LEND

- Karen Heath and Larrisa Cummings

AR-University of Arkansas Partners, UCEDD/LEND

- Karan Burnette and Renee Holmes

TX-Texas Center for Disability Studies, UCEDD/LEND

- Javier Sanchez

Better Together: Collaboration Between Directors and Data Coordinators Improves Data Quality, Reporting, and Impact

Panel Questions:

1. What does effective collaboration between a Director and Data Coordinator look like throughout the year, not just during reporting season?

2. Can you share an example of a reporting challenge that was prevented because the Director and Data Coordinator were communicating throughout the year?

3. If you could identify one thing that every director should do to strengthen their partnership with the data coordinator, what would it be?

Practical framework for Data Coordinators to assign program type to NIRS Activity Records

Importance of Correctly Attributing Record's Program Type

The NIRS application supports federal reporting by collecting consistent information from Centers/Programs about activities. Based on the Program Type(s) assigned to the activity records, you will enter one of the following in the Program Type field:

- **Program Type = LEND**
- **Program Type = UCEDD**
- **Program Type = UCEDD + LEND**

There is NO formal decision tree.

The decision should be driven by which **Program's goals, funding, personnel, and reporting requirements the activity supports**.

When in doubt, check with your MCHB or ACL project officer!

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Criteria of When to Report Activity Type as UCEDD-only in UCEDD/LEND Centers/Programs

Select **Program Type = UCEDD** when at least one of the following criteria are true:

- The UCEDD core grant funded the activity.
- UCEDD staff planned and implemented the activity.
- The activity primarily advanced a UCEDD core function, e.g., community training, technical assistance, research, model services, information dissemination, etc..
- The activity is not dependent on LEND project funding.
- The activity is dependent on the UCEDD core grant.

Examples of When to Report Activity Type as UCEDD-only in UCEDD/LEND Centers/Programs

- Technical assistance is provided to a State DD agency.
- The activity supports a UCEDD community training event.
- The activity supports a UCEDD research project.
- The activity supports UCEDD information dissemination activities.

Criteria of When to Report Activity Type as LEND-only in UCEDD/LEND Centers/Programs

Select **Program Type = LEND** when at least one of the following criteria are true:

- The LEND grant funded the activity.
- LEND staff planned and implemented the activity.
- The activity primarily advanced a required LEND activity, e.g., training, leadership development, technical assistance, research, engaging families and other individuals.
- The activity is not dependent on the UCEDD core grant.
- The activity is dependent on LEND project funding.

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Examples of When to Report Activity Type as LEND-only in UCEDD/LEND Centers/Programs

- The activity supports Interdisciplinary trainee seminars/didactics.
- The activity supports the LEND leadership curriculum.
- The activity supports LEND trainee clinical activities.
- It supports LEND trainee mentoring activities.

Criteria of When to Report Activity Type as UCEDD + LEND in UCEDD/LEND Centers/Program

Select **Program Type = UCEDD + LEND** when the following criteria are reasonably true:

- Both grants contribute resources, personnel, or funding.
- Both UCEDD and LEND Programs receive meaningful benefit and credit.
- The activity supports both UCEDD and LEND objectives.
- If either Program were removed, the activity would be substantially different or reduced.

Summary of Best Practices for Reporting UCEDD + LEND Record Type

- Activity records in co-located Centers/Programs require careful review of the Program Type field.

- Do not classify an activity as UCEDD + LEND merely because staff, trainees, or faculty from both programs were present. Classify it as UCEDD + LEND when both Programs made substantive contributions, and both should legitimately receive federal reporting credit.

- If you cannot clearly document a meaningful LEND role, report it as UCEDD. If you cannot clearly document a meaningful UCEDD role, report it as LEND. Use UCEDD + LEND only when both Programs made substantive contributions and should both receive federal reporting credit.

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UCEDD/LEND Activity Type Classification Decision Matrix

STEP 1: Ask the following questions to score the activity

For **UCEDD** type

UCEDD	Yes	No
UCEDD funding supports the activity		
UCEDD staff planned or led the activity		
Activity addresses a UCEDD work plan objective		
The primary audience is community members, providers, families, and/or systems partners		
Outcomes will be reported in the UCEDD PPR		
The activity would not occur without UCEDD involvement		

For **LEND** type

LEND	Yes	No
LEND funding supports the activity		
LEND faculty, staff, or trainees planned or led the activity		
Activity addresses a required LEND objective		
The primary audience is LEND trainees, community members, providers, families, and/or systems partners		
Outcomes will be reported in MCHB/LEND reporting		
The activity would not occur without LEND involvement		

STEP 2: Determine the Program Type

Result	Program Type
Most YES fall in the UCEDD column	Could be a UCEDD-only event
Most YES fall in the LEND column	Could be a LEND-only event
Strong YES in both columns	UCEDD + LEND

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Borderline Activity Examples with Program Type = UCEDD + LEND
Example 1 of 10

Community Training with LEND Trainees Present

Scenario: A UCEDD hosts a community workshop on disability employment. Three LEND trainees attend and help with registration.

Decision: UCEDD Only

Justification

- The UCEDD core grant funded the activity.
- UCEDD staff planned and implemented the activity.
- The activity primarily advances a UCEDD core function.
- Even though trainees attended and helped with registration, the activity would still occur without LEND funding.

Borderline Activity Examples with Program Type = UCEDD + LEND
Example 2 of 10

Conference Planned by UCEDD and Used as a LEND Training Experience

Scenario: A family leadership conference is planned jointly by UCEDD staff and LEND faculty. LEND trainees complete assignments, lead sessions, and receive competency-based training.

Decision: UCEDD + LEND

Justification

- The UCEDD core grant funded the activity.
- UCEDD and LEND staff planned and implemented the activity.
- The activity supports both UCEDD and LEND objectives.
- LEND trainees played an integral role in leading sessions AND they received leadership training.

Borderline Activity Examples with Program Type = UCEDD + LEND Example 3 of 10

LEND Seminar Open to the Public

Scenario: A LEND trainee seminar is organized and staffed by LEND-funded faculty and trainees and held in partnership with an external organization. The seminar is advertised broadly and community members attend.

Decision: LEND Only

Justification:

- The LEND grant funded the activity.
- LEND staff planned and implemented the activity.
- The activity primarily advances a required LEND activity.
- Even though the seminar is open to the community, it would still occur without the UCEDD core grant.

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Borderline activity examples with Program Type = UCEDD + LEND Example 4

Joint Research Project

Scenario: A research project is conducted by UCEDD investigators. LEND trainees participate in data collection, analysis, and dissemination.

Decision: UCEDD + LEND

Justification:

- Both grants contributed funding for the activity through UCEDD faculty funding and LEND trainee funding.
- The activity supports both UCEDD and LEND objectives.
- If either Program were removed, the activity would be substantially different or lost significant funding.

Borderline activity examples with Program Type = UCEDD + LEND Example 5

Faculty Member Paid by Both Grants

Scenario: A faculty member with 50% UCEDD funding and 50% LEND funding provides technical assistance to a state agency.

Decision: It depends! Talk to your project officer if you're not sure.

Justification:

- Which state agency is the recipient of the TA?
  - Title V agency = LEND only (primarily advances a required LEND activity).
  - State DD agency = UCEDD only (primarily advances a UCEDD core function).
  - Other state agency = UCEDD + LEND (both grants contributed funding/staff for the activity and the activity supports both UCEDD and LEND objectives).

Borderline activity examples with Program Type = UCEDD + LEND Example 6

Statewide Conference

Scenario: A UCEDD organizes a statewide disability conference. LEND trainees attend.

Decision: It depends! Talk to your project officer if you're not sure.

Justification:

- If the conference could occur without LEND funding or support from LEND faculty, then UCEDD only. LEND trainee attendance does not constitute a meaningful contribution.

- If the UCEDD leveraged the co-located LEND's funding and staff time to organize and implement the conference and the conference would be substantially different without LEND involvement, then UCEDD + LEND.

Borderline activity examples with Program Type = UCEDD + LEND Example 7

Family Advisory Board Meeting

Scenario: The same advisory board advises both the UCEDD and LEND Program.

Decision: UCEDD + LEND.

Justification:

- Both grants contributed funding for the activity.
- Staff from both Programs planned and implemented the activity.
- The activity supports both UCEDD and LEND objectives.
- **NOTE:** If a specific Advisory Board meeting focuses on either LEND or UCEDD, that meeting could be coded as “LEND only” or “UCEDD only,” respectively.

Borderline activity examples with Program Type = UCEDD + LEND Example 8

Clinical Experience

Scenario: A clinic serves families and is staffed by LEND trainees under faculty supervision.

Decision: Usually LEND only. Talk to your project officer if you're not sure.

Justification:

- LEND staff plan and implement the activity.
- The activity primarily advances a required LEND activity (in this case, clinical training).
- The activity would not occur without the LEND Program.
- **NOTE**: If the clinic is also a designated UCEDD model service and both grants directly support it, UCEDD + LEND may be appropriate.

Borderline activity examples with Program Type = UCEDD + LEND
Example 9

Webinar Series

Scenario: A webinar is developed by the UCEDD. One LEND faculty member gives a presentation.

Decision: Usually UCEDD only. Talk to your project officer if you're not sure.

Justification:

- UCEDD core grant funds the activity.

- The activity primarily advances a UCEDD core function, but does NOT advance a required LEND activity.
  - **NOTE:** If the webinar does advance a required LEND activity, then it could count as UCEDD + LEND.

- The webinar would occur without LEND funding.
  - **NOTE:** If the webinar is dependent on LEND faculty time or funding, or if the webinar is primarily about LEND, then it could count as UCEDD + LEND.

Borderline activity examples with Program Type = UCEDD + LEND
Example 10

Trainee-Led Community Training

Scenario: LEND trainees design and deliver a training for community providers under faculty supervision.

Decision: It depends! Talk to your project officer if you're not sure.

Justification:

- LEND only, if:
  - UCEDD did not contribute funding or faculty time to the webinar.
  - The training could occur without UCEDD funding.
  - The training does not advance a UCEDD core function.

- UCEDD + LEND, if:
  - Both LEND and UCEDD contributed funding or faculty time.
  - Both LEND and UCEDD involvement is integral to the planning and implementation of the training.
  - The training advances a UCEDD core function and a primary LEND activity.

Break

Partners in Data Bingo

Closing Remarks

Provide us feedback on today’s event!



https://www.surveymonkey.com/r/DCAnnualMeetingNov2026

Thank you for participating in the Data Coordinator Annual Meeting!

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