

Tips for Addressing Common GPRA Reporting Challenges SPDG Program Measure 2

Measure: The percentage of Special Education State Personnel Development Grant-funded initiatives that meet benchmarks for improvement in implementation of SPDG-supported practices over time

Grantees required to report on the measure: All active grants in initiative years 3 and beyond

Reminder

- **Grant year:** Counted from the year the SPDG grant was awarded
- **Initiative year:** Counted from the year project implementation began

Tip 1: Review [reporting guidance](#) for the measure before entering performance data into the ED 524B Project Status Chart

- The guidance includes information about requirements for the measure, information on how to establish a target, and instructions for reporting data in the Project Status Chart.

Tip 2: Establish a target that is appropriate and achievable

- Work with your Project Officer to confirm that your target will not be too difficult or too easy to achieve based on relevant data that are available.

Tip 3: Confirm that you are using the correct equation

- Numerator: Number of PD participants meeting the benchmark
- Denominator: Total number of PD participants

Tip 4: Report complete data in the correct location of the Project Status Chart

- Enter the numerator, denominator, and resulting percentage in the Project Status Chart. There should be enough information so that reviewers can replicate the calculations.
- Confirm that you have entered target data and actual data in the corresponding sections of the Project Status Chart.

Reminder

Project Status Chart Measure Types

- **Program:** Represents data for a required (GPRA) measure
- **Project:** Represents data for a measure the project team created

Sample data in the Project Status Chart

Performance Measure	Measure Type	Quantitative Data					
		Target			Actual Performance Data		
		Raw Number	Ratio	%	Raw Number	Ratio	%
One year after completing Reading Program coursework, 80 percent of teachers at participating sites will implement the program with fidelity, as measured by the Reading Fidelity Checklist	Program		61/75	81		65/75	87