

## TA Newsletter

After introducing T last week, we realized we neglected to introduce you to another fine member of our Evaluation TA Team -- someone many of you have already met by either email, phone, or GoToMeeting: **Jason Wheeler** joined OMNI this past year after recently finishing his PhD in Prevention Science from Washington State University. Jason has interdisciplinary training including experience conducting research in alcohol prevention, and has experience in drug court and early childhood program evaluation.



## A Note of Thanks and Appreciation!

On behalf of the entire Evaluation Team at OMNI, we want to take a moment to formally express our deep appreciation for the hard work you and your staff have put in to enter and correct your data in PBPS this past year. We know that this has been an extra busy time as we work together to close out FY 2018-19 and launch FY 2019-20 data collection and entry. We will continue to offer you technical assistance (and moral support!) to make this process as smooth as possible. We are always available for your questions and to offer guidance.



**Please understand how important your data is! It directly reflects the vital prevention work you are doing in your communities.** Our team witnesses this in the sheer volume of activities you have completed. We've reviewed nearly 10,000 implementation activities entered into PBPS for just this past fiscal year! **We honor you for your work and your extra effort in making sure the data reflects your work well.**

So, what is all that data good for and why all the hard work to "get it right?" Of course, we all know it is a required component of Federal and State funding, but it also serves as a resource for you. You can use your data as a key element of "telling your story" to your communities, staff, and funders.

For example, by using the Evaluate Channel in PBPS, we see that **during Block Grant FY18-19, nearly 14,000 drug deactivation kits were disseminated** across all CSBs who are implementing this important supply-reduction strategy. Also, we see that during the same time period for Block Grant, **Mental Health First Aid Adult and Youth trainings were delivered to nearly 45,000 people across the Commonwealth.** When you multiply that number by the number of community members who then may benefit from the training, you begin to see the tangible results and ripple effect of your work. The data makes the story possible!

In closing, we are happy to have been -- and continue to be -- your partners in this evaluation of your important work in prevention! Please reach out to us any time via [OMNISupport@omni.org](mailto:OMNISupport@omni.org)

## News You Can Use: New Feature and Resources in PBPS!

[activities by cohorts](#) | [activities by campaigns](#) | [rejected activities](#)

If you've hopped on to PBPS recently, you may have noticed a **new tab in your Implement Channel!** In response to CSB feedback, CPG has added a **Rejected Activities tab** to allow you to more easily identify and correct rejected activities. While you will still only be able to view rejection messages as you did before (via your Dashboard), you will now be able to streamline your corrections process by viewing all rejected activities in one place. Our tip - open two browser tabs so that you can easily toggle back and forth between viewing rejection messages in one tab and making corrections in the other!

We have also added a number of **OMNI TA Resources to the CSB Library in PBPS**. Click into the CSB Library from the main menu (upper right), and then select 'Training' from the dropdown. This will direct you [here](#), where you will find this list of helpful TA Resources:

- SOR BG Master Data Entry Plan 2019-20
- PBPS Data Entry Guidelines
- PBPS Decision Tree
- Demographic Calculator (Updated)
- Using the Demographic Calculator for Excel (2010 and later)
- Using the Demographic Calculator for Excel (2007 and earlier)
- OMNI TA - Demographics Calculation TA Sheet
- Sample sign in form to collect demographic data (without names)
- Sample sign in form to collect demographic data (with names)
- OMNI TA - Block Grant Coalition Data Entry Tips
- OMNI TA - Coalition Lead Checklist
- OMNI TA - Prescription Drug Lock Boxes

It may be helpful for you to download and save to your own computer, those tools you use or refer to frequently such as the Demographic Calculator and the PBPS Data Entry Guidelines. [Let us know](#) if you have questions!

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## Important Reminders and Deadlines for FY 18-19 and FY 19-20!

Please **address remaining rejections** for BG 2018-19 campaigns and cohorts. These should be corrected as soon as possible, as our formal deadline for corrections is today, August 15th.

- *Alert!* When you are reviewing your rejected activity, do not click 'Save' unless you have completely corrected the activity. Use 'Cancel' to return to the rejected activity later. This will help facilitate our review, as clicking Save without making any revisions changes the status of the activity from 'Pending' to 'Corrected.'



CSBs have until **August 31st** to finalize their BG/SOR 2019-20 Data Entry Plan and add their campaigns and cohorts into the Plan Channel.

- *Alert!* Do not add BG/SOR 2019-20 activities until your Plan Channel is approved by an OMNI TA and you are informed of next steps.

Once your Data Entry Plan is approved, and after all activity is reviewed and approved, you will be instructed by an OMNI TA to **close out your BG 2018-19 campaigns/cohorts**. This will ensure CSBs enter their new BG/SOR 2019-20 campaigns/cohorts on a clean slate.

- *Alert!* Be sure you are completely done entering all BG 2018-19 activities -- and that all activities are approved -- before you close, as it will require a ticket to CPG to reopen a closed campaign or cohort if you need to add an activity. Be aware that you cannot close out campaigns or cohorts if they have '0' activities. In these cases only, please delete the campaign or cohort from the Plan Channel instead.

**Once your Plan Channel is approved, your first priority should be to enter any SOR backlogged activities** from April thru July 2019, in anticipation of the end of the SOR FY which is Sept 30th. Please reach out to OMNI if you have questions.

**Save the Date:** Block Grant Evaluation Summit October 1st, 2019. at the Hotel Roanoke. More details to follow soon.

Please reach out to [OMNI Support](#) with any questions regarding how to enter data for your CSB strategies, or how to make corrections for any rejected activities.

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### Quick Links

- [OMNI Support email](#)
- [Virginia Prevention Works Portal](#)
- [Virginia Social Indicator Dashboard](#)
- [CPG's PBPS](#)
- [BG & SOR 2019-2020 Master Data Entry Plan](#)
- [Data Entry Guidelines for 2019-2020](#)
- [Downloadable Demographics Calculator](#)

### Important Dates

- [August 31st](#): 2019-20 cohorts & campaigns registered in PBPS
- [September 30th](#): end of SOR Fiscal Year
- [September 30th](#): end of PFS Fiscal Year
- [October 1st](#): Block Grant Evaluation Summit

