October 24, 2005

Dear State Agency on Aging Director:

The U.S. Administration on Aging is pleased announce the completion of development and upcoming release of the State Reporting Tool (SRT) software. Through a Cooperative Agreement between AoA and the National Association of State Units on Aging (NASUA), Synergy Software Technologies developed a software reporting structure for the State Program Report (SPR) section of the National Aging Program Information System (NAPIS).

The development of new software was necessary due to the necessary changes in the SPR for FY 2005. As a result of these changes, the former validation and reporting software (SPRDIA and Sverify) is no longer applicable and cannot be used for the FY 2005 SPR. The new SRT software is designed to take over these functions and to simplify the system edits and validation checks.

Therefore, SUAs must use the SRT prior to submission of the SPR to conduct system edit and validity checks, and insure the proper formatting of the SPR for transmission to AoA.

The new SRT is designed to better insure that SPR submissions comply with the revised requirements by incorporating the following functions:
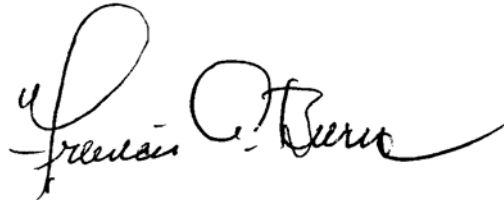
- Validation checks allowing SUAs to validate data on a field-by-field, page-by-page and full report basis.

- Ability to access and edit report data.

- Ability to correct data based on validation feedback and re-validate.

- Ability to store and access historical report data.

- Integration of Title III-E reporting

- Integration of race/ethnicities categories.

- Ability to populate the SPR from the data system SUAs employ via one of the following options:

    o XML import

    o DBF import

    o Direct Data Entry

The SRT was developed through a grant from AoA (No. 90-AM-2666). It is being provided to all SUAs at no charge. It is available in a web based model (electronic download) or a locally installed model (CD to be disseminated). The SRT will be rolled out to all SUAs over the coming weeks in coordination with a schedule of web based training opportunities. The process will begin shortly, with all SUAs to be trained prior to 12/31/05.

To facilitate the SRT deployment and training, NASUA will be in contact with SUAs to establish a training schedule and provide logistical support. Training (approximately four hours per state) will be conducted by Synergy Software Technologies, Inc.

We look forward to the implementation of the SRT. Your collaboration and feedback are welcome and encouraged. If you have any questions, please contact Bob Hornyak at 202-357-0150 or Robert.Hornyak@aoa.hhs.gov

Sincerely,

Francis A. Burns
Deputy Assistant Secretary for Wellness and
Community-Based Services
U.S. Administration on Aging