



July 7, 2016

Dear First 5 IMPACT Lead Agencies:

This document provides clarification on the detailed file specifications and an update on the development of standards for the IMPACT Common Data Fields File described in draft version in the First 5 IMPACT RFA (Appendix I).

As the Race to the Top – Early Learning Challenge Grant (RTT-ELC) term ends and First 5 IMPACT is beginning, F5CA and CDE propose a phased-in data reporting plan with two data formats during the FY 2015–16 bridge year.

FY 2015–16 Data Reporting

For FY 2015–16, counties will use the RTT-ELC Common Data Elements file or the California Quality Rating and Improvement System (CA-QRIS) Abbreviated Common Data File. (The CA-QRIS Abbreviated Common Data File is a short version of a more complete file expected to be used starting FY 2016–17, explained in the next section.) A summary of data submission and file formats for FY 2015–16 by county is provided in Attachment A. The CA-QRIS Abbreviated Common Data File format and data template are described in Attachments B and C.

- Data Period: FY 2015–16
- Deadline: September 15, 2016
- File Formats:
 - Original RTT-ELC counties should submit the RTT-ELC data file to F5CA and CDE in Excel using RTT-ELC Common Data Fields and file template via e-mail to RTT-ELC@cde.ca.gov and CA-QRIS@ccfc.ca.gov.
 - Mentee RTT-ELC counties may use the RTT-ELC data file or CA-QRIS Abbreviated Common Data file template in Excel and submit to CA-QRIS@ccfc.ca.gov.
 - Counties not previously in RTT-ELC should use the CA-QRIS Abbreviated Common Data file template in Excel and submit to CA-QRIS@ccfc.ca.gov.

FY 2016–17 through 2019–20: CA-QRIS Common Data File Reporting

- Data Period: FY 2016–17, FY 2017–18, FY 2018–19, and FY 2019–20
- Deadline: September 15, 2017 (and annually thereafter)
- File Format:

- All First 5 IMPACT and CDE California State Preschool Program (CSPP)/Infant Toddler (I/T) QRIS Block Grant counties submit one CA-QRIS Common Data File to F5CA and CDE.

First 5 California (F5CA) and the California Department of Education (CDE) are working to standardize file contents and submission deadlines so site-level summary data requirements align for both First 5 IMPACT and the CSPP and IT QRIS Block Grant reporting. F5CA and CDE are developing a formal Memorandum of Understanding (MOU) that will support data sharing between the two agencies. As part of the MOU, F5CA and CDE will rename the common data file to “CA-QRIS Common Data File” rather than the “First 5 IMPACT Common Data Fields File.”

A draft version of the CA-QRIS Common Data File is available online at http://www.cfc.ca.gov/programs/impact/impact_evaluation.html.

Please note the full CA-QRIS Common Data File description is a draft pending review and final approval by F5CA, CDE and CA-QRIS stakeholders.

If you have questions regarding development of the data file, please e-mail the First 5 IMPACT Team at CA-QRIS@cfc.ca.gov.