Organizational Effectiveness Reviews Data Sources

An Additional Help for ADS Chapter 527

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Organizational Effectiveness Reviews Data Sources

	Data Category	Data Element/Report/ Dashboard Name	Frequency	Description	Source	OU/Office	VDI Required for Access
1	**Budget**	*Operating Year Budget*	Daily	Shows current year Budget Authority and Current Year Spending, excluding local currency trust funds, for Mission program and administrative funds.	Mission Flash Report This information can also be found in PhoenixViewer.	BRM and M/MPBP	Yes
		OE - OYB	Daily	OE Flash Report for Monitoring the OE Operating Year Budget (OYB) (Excludes De-Obligations of Prior Year Obligations and Related Distribution Level Budget Withdrawals)	OE Flash Report	M/MPBP	Yes
		Program Budget Status	Daily	Shows the budget status for all unexpired funds for program funds. Shows budget authority and spending on a cumulative basis.	Budget Status for Current Year Availabilities - Program Funds	BRM	Yes
		OE Budget Status	Daily	Budget status for current year OE funds.	Budget Status for Current Year Availabilities - Administrative Funds	M/MPBP	Yes
		OE to Program Ratio	Daily	Ratio of OE to program funds based on data found in the Program Budget Status and OE Budget Status reports.	See above for links to program and OE budget reports information to arrive	BRM and M/MPBP	

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					at the ratio.		
		OYB to Staff Ratio	Annual	Ratio of OYB (program and OE) to number of Mission staff.	OYB report references are in the first two rows of this table. See section five for staffing information.	BRM and M/MPBP	
		Program Management Dashboard	Daily/Quarterly	Includes information on program funded obligations by operating unit, partner and SPSD code. It also provides the program pipeline by operating unit and percentage of bilateral pipeline. Please note, this also may require specific access permissions, per request to BRM.	Program Management Dashboard	BRM	Yes
2	**Pipeline**	*Pipeline Report*	Quarterly	Pipeline report that includes subcommitments and subobligations (includes trust funds). In Phoenix Viewer, users may pull the report for a select Mission. Recommended data point: the percentage of annual obligations that was unilateral versus bilateral each year for the past five fiscal years.	PhoenixViewer Pipeline Including Subcommitments and Sub-obligations	BRM	Yes

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3	Procurement	Active GLAAS Awards & SAM Status	Monthly	Overview and details of Active GLAAS awards and the SAM status of the vendor. Used for viewing compliance with FAR/CFR/DATA Act.	Active GLAAS Awards w/SAM Status	M/OAA	Yes
		Active GLAAS Awards with Expiring SAM Registrations	Monthly	Overview and details of Active GLAAS awards where the SAM registration of the vendor is close to expiring. Used for viewing compliance with FAR/CFR/DATA Act.	Active GLAAS Awards w/Expiring SAM Status	M/OAA	Yes
		Co-Creation Dashboard	Quarterly	Display tracking of Co-Creation quarterly targets and percentages across the Agency and operating units, both in obligated amount and actions. This dashboard also includes presolicitation information.	Agency Co-Creation Tracking	M/OAA	Yes
		CPARS Overdue	Monthly	Monthly list of overdue CPARS actions and the next steps to bring the action into compliance.	Overdue CPARS Tracking	M/OAA	Yes
		CPARS Universal	Monthly	Branch/Mission/AO breakdown of monthly CPARS Past Performance metrics to highlight compliance.	Detailed CPARS Tracking	M/OAA	Yes
		eSRS Compliance Dashboard	Monthly	Monthly overview of Agency eSRS reporting compliance. Information organized by the office and Contracting Officer.	Subcontractor Reporting Tracking	M/OAA	Yes

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			Expired Awards Dashboard	Daily	Detail dashboard for Expired Award tracking of contracts and grants. Information organized by contracts, grants, and by locations.	GONE Act / Expired Awards Tracking	M/OAA	Yes
			M/OAA/PDT FAITAS Dashboard	Monthly	Monthly overview of Agency staff certification status from FAITAS.	Procurement Staff Certification Tracking	M/OAA	Yes
			NUP Metrics Dashboard (Development)	Annually	Annual report of spending to New Underutilized Partners and Implementing Partners broken out by Prime and SubAward.	Not published, however data is provided to multiple OUs and Missions. Reports are generated utilizing GLAAS, Phoenix and USASpending.gov data	M/OAA	Yes
			SubAward Dashboard	Monthly	Monthly details of active GLAAS awards and reported SubAward data including SubAwardee and SubAward Value.	Subaward Tracking for Active Awards	M/OAA	Yes
			Expiring/Expiring Awards by Site and Role	Daily	List of awards that expired or are about to expire by site and by role. Recommended data point: number of inactive awards that have not been closed out	Expiring/Expiring Awards by Site and Role Report	BRM	Yes
			Unliquidated Obligations	Daily	Shows the cumulative obligations, disbursements, and	Unliquidated Balance Report	BRM	Yes

				unliquidated balance of both Program and Administrative funds, excluding accruals and trust funds.			
		Unexpended Obligations in Expiring Awards	Quarterly	Dashboard that shows amount of unobligated current year expiring program funds by bureau and by operating unit (OU).	[Current Year Expiring Program Funds Report](#)	BRM	Yes
		Number of Planned Awards (Business Forecast/A&A Plan)	Daily	Potential funding and partnership opportunities.	[Business Forecast](#) [Business Forecast Guidance](#)	M/OAA	No
		Small business targets	Daily	List of OSDBU Small Business Awards by vendors, socio-economic category, and award type. This information can be sorted by Mission.	[OSDBU Small Business Awards Performance Report](#)	OSDBU	Yes
		Private Sector Engagement Actions		The PSE Actions Dashboard is a snapshot of actions that Operating Units (OUs) are taking to advance PSE in their operations and programs; the dashboard includes: 1) Actions reported by each OU across nine different categories; 2) A snapshot for each OU that includes a link to their PSE Plan, summary of internal and external actions, PSE PPR Key Issue Narratives, progress over time, and summary of which categories and sectors their reported actions fall under; and	[Private Sector Engagement Actions Dashboard](#)	DDI	No

				3) An Agency-wide synthesis of progress over time.			
		Number and value of type of awards by instrument	Daily	Report on Enterprise Reporting Portal that provides awards by procurement instrument type, Technical Evaluation Committee, obligated amount and percentage.	Approved Award Actions Summary by Action Type, Procurement Instrument Type, and Fiscal Year Report	M/OAA	Yes
		Number of GLAAS transactions	Daily	List of approved award GLAAS actions by Action Type, Procurement Instrument Type, and Fiscal Year. Recommended data point: Number of GLAAS transactions per year for the past 5 fiscal years	Same link as above	M/OAA	Yes
		Number of Mission AORs/CORs	N/A	Used to find the number of Mission AORs/CORs in GLAAS. Please note, new Washington users must also complete GLAAS training to gain access to the system.	Guidance for GLAAS User Access	M/OAA	No
		Worldwide Procurement System Reviews (PSR)		Procurement System Review recommendation closure data for various functions completed during the acquisition and assistance lifecycle within the Missions and Washington Divisions.	Word Procurement System Reviews	M/OAA	No

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4	Performance	*PPR Data*	Annual	Targets and actuals for standard and custom indicators reported each year by operating units in FACTS.	[FACTS Info](#)	PPL	No
5	Workforce/Staffing/ Footprint	*Federal Employee Viewpoint Survey (FEVS) Dashboard*	Annual	Federal Employee Viewpoint Survey (FEVS) results at the Agency level and by operating unit. Please note: an update to the FEVS Dashboard with data following the 2020 survey is forthcoming.	[FEVS Dashboard](#)	HCTM	Yes
		NSDD-38s	Unknown	Position report in Overseas Personnel System (OPS) shows NSDD-38 data on American positions.	Overseas Personnel System (OPS)	HCTM	No, access to OPS is only available on State's OpenNet network
		USAID Personnel under Chief of Mission Authority at Post	Daily	Post personnel database that includes all personnel types and classification information for all staff at post.	Overseas Personnel System (OPS)	HCTM	No, access to OPS is only available on State's OpenNet network
		Foreign Service Fill Rate	Monthly	Staffing pattern is a full reflection of the USAID organization provided by the National Finance Center.	[Staffing Pattern Report](#)	HCTM	No

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		FTE Costs	Ad hoc	Total costs for salary and benefits across all hiring categories.	By request to M/MPBP/BUD	M/MPBP	
		Congressional Staffing Report	Bi-Monthly	Number of staff by hiring mechanism and operating unit.	60 Day Congressional Staffing Report	HCTM	No
		Customers to Management Ratio		Ratio of those in M backstop positions to total numbers supported (includes client Missions).	Overseas Personnel System (OPS) or Talent Analytics (TA)	HCTM	OPS: No, access to OPS is only available on State's OpenNet network ———— TA: Yes, VDI Required
		Customers to Information Management Ratio		Ratio of those in EXO/IT to total number of Mission staff supported.	Talent Analytics (TA) or Congressional Staffing Report	M/MS	Yes

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		Workforce Planning Tool: Talent Analytics		A workforce planning tool that provides employees access to pull and analyze workforce data. Please note: Users must complete the training on Talent Analytics before access to the tool is granted.	[Talent Analytics](#)	HCTM	Yes
6	**Risk**	*Audits Dashboard*	Daily	Dashboard that provides information for OIG, GAO and SIGAR audits. Information reported includes the Audit backlog, as well as open audit recommendations by B/IO and Action Office.	[Agency Overview of Open Audit Recommendations](#)	M/CFO	Yes
		Open Audit Recommendations Report	Daily	Status of OIG and GAO open audit recommendation with filters by action office, auditee, bureau, audit origination, audit type and OIG/GAO office. Source of information is the Consolidated Audit and Compliance System (CACS).	[GAO Audit Recommendations by Action Office](#) [OIG Audit Recommendations Detail](#)	M/CFO	Yes
		Internal Control Deficiencies		Shows the status of deficiencies identified through audit findings from various sources (e.g., Assessment, Management Reviews, Federal Managers Financial Integrity Act (FMFIA).	[Internal Control Deficiencies(Corrective Action Plans (CAPs) that are still outstanding)](#) [Internal Control Deficiencies](#)	M/CFO	Yes, request access through the Google Docs link.

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				Recommended Supplementary Resource: Federal Managers Financial Integrity Act (FMFIA) Annual Certifications and supporting documentation (see Illustrative Reference Materials/Desk Review list below)	(Access to CAPs closed since 3/1/21)l		Contact the M/CFO Internal Controls Team for additional assistance.
		Mission/OU Risk Profile	Annual	Designed to share information on the major risks facing the Mission/OU so that leadership has visibility of, and can make decisions about, risk. The risks included in a Mission/OU's risk profile are those identified as having the most significant impact on achieving strategic objectives.	Request from Mission	Mission	No
7	**Development and Humanitarian Assistance Development**	*AIDSCAPE*	Ad hoc	A repository of data portals that are essential sources for U.S. foreign assistance data, international socioeconomic data, and data-driven analysis in support of USAID goals.	AIDSCAPE	M/CIO	No
		Historical Trends in Foreign Assistance and Humanitarian Assistance		Foreign Aid Explorer (FAE) that details all foreign assistance dating back to early 20th century by agency/country/sector. It also provides information by funding account and partners. Provides detail down to the activity level.	Foreign Aid Explorer (FAE)	M/CIO	No

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		Development Activity	Quarterly	Data on who and what projects other donors and NGOs are working in a given country.	[Development Cooperation Landscape](#) on Foreign Aid Explorer	PPL	No
		Journey to Self-Reliance Road Maps	N/A	Self-reliance metrics were first published in June 2018. Road-Maps for 140 low/middle income countries, with and without a USAID presence, were created following discussions with each country on the information/country standing outlined in the roadmap. Please note, this Agency strategy is no longer in place, however; the data source may contain relevant historical information.	[Self-Reliance Roadmap](#)	M/CIO	No
		Additional Country Statistics/Dashboards	Annual	The Country Dashboard summarizes country-level data across eight sectors and compares data for a selected country to its region, income group, or to the world average.	[IDEA](#)	M/CIO	No
8	Other	*Organizational Health Index (OHI) Dashboard*	Quarterly	Overview of the Agency's organizational health. It pulls data from over 50 existing datasets from across the Agency, to make organizational health information easily accessible and to inform specific operational	[Organizational Health Index Dashboard](#)	M/MPBP and M/CIO	No

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				performance improvements.			
		Customer Service	Annual	Data from the Agency's annual Customer Service Survey. See satisfaction with service provision by Washington OUs, including Regional and Pillar Bureaus; Regional Platforms; and Mission Program Offices, Resident Legal Offices, Executive Offices, Financial Management Offices, and Offices of Acquisition and Assistance.	[Customer Service Survey Data](#)	M/MPBP	No
		Travel Accessibility	N/A	Information on ease of travel between regional Mission and client bilateral Missions.	Data call to EXOs.	M/MS	
		Language	N/A	This information is in the Staffing Pattern Report	[Staffing Pattern Report](#)	HCTM	No
		Number of TDY Days	N/A	Reports include: - Incoming Travel to support the Mission from DC and regional platforms - Outgoing Travel to support Missions from regional platforms - E2 or regional Mission travel contract reports	Send request to M/MS/TTD or to Mission EXO for reports	M/MS	
		Number of Transactions Processed		Number of procurement and financial transactions to provide an idea of Mission administrative workload.	Financial information as stated above: Phoenix Procurement and	M/OAA	Yes

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| | | | | | GLAAS

[Approved Award Actions Summary by Action Type, Procurement Instrument Type, and Fiscal Year Report](#) | | |
|---|---|---|---|---|---|---|---|
| | | *Organizational Charts* | N/A | Mission organizational charts. | Utilize Mission intranet page or contact Mission POC directly. | Mission | No |
| | | *Results Frameworks (CDCS/RDCS)* | Per PPL workplan schedule | Full bilateral Mission CDCS and regional Mission RDCS documents. | [ProgramNet](#) | PPL | No |
| | | *Activities In-country Managed by Washington* | | Activities run by USAID/W operating units in country that have been given Mission Director approval. | A&A Plan, concurrence tab | | |
| | | *EXO Service Requests* | Daily | Data on all service requests submitted to EXO. (Under implementation now, data expected to be available in early 2022) | EXO Services Portal | Mission or M/MS/OMD | No |
| | | *Technical Assistance requests* | Daily | Data on the number and types of requests for technical assistance submitted by a Mission. | UTRAMS | Mission or Washington service provider | No |
| | | *IT Systems/tools* | N/A | An inventory of all Mission-specific IT tools. | List maintained by Mission EXO/IT. M/CIO also | M/CIO | |

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				maintains a list of all systems certified to operate on the USAID network.		

Additional References	Source/Notes
Scopes of Work	
Organizational Effectiveness Review	OU under review
Operations	
CCN Local Compensation Plan (LCP)	Mission
U.S. Post Morale Survey	Mission/ Embassy
Listing of Key Interagency Working Groups and Members (for example, ICASS Council, Country Team, training committee, Awards Committee)	OU under review and any collaborating OUs (i.e. a Regional Bureau)
Federal Managers Financial Integrity Act (FMFIA) Annual Certifications and supporting documentation	M/CFO
Mission Training Plan	Mission

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Communications/Development Outreach Coordinator Strategy	OU under review and any collaborating OUs
Staff Retreat Reports (for example, agendas, tools, recommendations)	OU under review and any collaborating OUs
ICASS Survey Results for Mission	Missions
Country-specific ICASS interagency agreements (if applicable)	Missions
Program Documents	
Overall Bilateral Agreement with Host Government	Missions
Country Checklist	Agency General Counsel (GC)
Country Strategy Statement	Programnet
Development Objective Assistance Agreements	Missions
USDA PL 480 Title II (Food Aid) Key Documents	Missions
Joint Regional Strategy for Bureau	Regional Bureaus or Department of State (State)
Congressional Budget Justification (CBJ)	USAID.gov
Mission Resource Request	State
Operational Plan (OP, COP, etc.)	State
MCC compact or threshold program agreements	Missions/MCC Website

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Sector Assessments	OU under review and any collaborating OUs
Concept Papers/Project Approval Documents	OU under review and any collaborating OUs
Project Design Planning Matrix	OU under review and any collaborating OUs
Planned Analytical Works and Evaluations	OU under review and any collaborating OUs
Recent Project Evaluations	DEC
Semi-Annual Portfolio Review Minutes	OU under review and any collaborating OUs
U.S. Department of State Country-specific Background Note	State
Mission Orders (MOs)	Missions
Relevant Mission Notices	Missions
Development Objective Team and Working Group Listings	OU under review and any collaborating OUs
Automated Directives System	
ADS 596 Management's Responsibility for Internal Control	M/CFO
ADS 597sah Types of Business Analysis	M/MPBP

Miscellaneous Resources
- *Mission "Snapshot" Reports in PhoenixViewer: Includes current FY budget status, pipeline aging, pipeline overview, OE obligations, current year top obligation activity, obligations by instrument type, Mission implementing partners, USDH-USPSC staffing, and open audit*

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recommendations
- The [Management Services Review Checklist](#) and the [Controller Assessment Checklist](#) along with checklists listed in [the ADS 527mac guidance can be](#) found in an intranet repository maintained by the OER Secretariat. Please contact the OER Secretariat at [OERSecretariat@usaid.gov](#) for further details.
- [ADS 596 Management's Responsibility for Internal Control](#)
- [Congressional Budget Justification (CBJ)](#)