

SCSEP GPMS

Release Notes – Hotfix 2.4.1

Release Date: February 27, 2024

GPMS Release 2.4.1 includes the deployment of the Participant Hours Report (PHR), fixes for issues reported by the user community, updates to the Follow-Up reports, the Equitable Distribution (ED) section in GPMS, and Quarterly Progress Reports (QPR).

New Features

Participant Hours Report (PHR)

- The layout of the report includes an **Introduction**, a **Grantee Summary Details** section, the **Grantee Summary Hours Table**, and the **Participant Table** with an alphabetical search. A layout of the design is seen in the image below.

Participant Hours Report

Introduction: List of all active and closed participants and their reported PRA Activities, community service assignment, paid training and paid sick leave hours. Hours shown may be reported outside of the date range to be counted towards the performance measure.

Filters

Program Year * 2023 Participant Last Name Search By Last Name

Quarter 1 Status Show All Enrollments

Current Quarter YTD

RESET SEARCH

Grantee Summary Details

Total Number of Enrollments 3501	Number of Enrollments with PRA Hours 0	Number of Enrollments with Paid In-Person Training 33
Total Number of Active Enrollments 2415	Number of Enrollments with Paid In-Person CSA Hours 3416	Number of Enrollments with Paid Remote Training 5
Total Number of Closed Enrollments 1082	Number of Enrollments with Paid Remote CSA Hours 236	Number of Enrollments with Paid Sick Leave 2

Grantee Summary Hours Table

Quarter	Total PRA Activities Hours	Total Paid In-Person CSA Hours	Total Paid Remote CSA Hours	Total Paid In-Person Training Hours	Total Paid Remote Training Hours	Total Paid Sick Leave Hours
Q1	0	636043	44291	529	760	344
Q2	0	0	0	0	0	0
Q3	0	0	0	0	0	0
Q4	0	0	0	0	0	0

EXPORT

Participant Table

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
Participant Id	Sub-Grantee Name		Participant Name			Contact Number	Initial Assignment Date		Exit Date	Program Year															
9953823	AARP Foundation SCSEP Atlanta, GA		Anderson, Vicki			(678) 683-7150	12/9/2021			2023															

Participant Hours Report

- For the current quarter, select “Active” in the **Status** field to view all **hours greater than zero (> 0)** for currently active participants, and “Exited” to view **hours greater than zero (> 0)** for participants who have exited in the quarter.
- To view all participants and their associated paid hours for previous quarters, leave the **Status** field unselected. *Note: Exit Dates shown may be later than the report period selected.*
- The report can be sorted within each sub-grantee, and by LAST NAME in ascending alphabetical order; within each last name, assignments are sorted by ASSIGNMENT DATE in descending order.
- The summary and detail sections of a filtered participant can be exported.
- When the Year-to Date (YTD) option is selected, the results include YTD data.

Fixes

- Tasks and Notifications for participants who have exited will no longer be listed on the screen.
- New users are now available in the list of Username and Roles on the Add New User > Audit History screen.

Follow-up (Report)

- Correct timing rules have now been applied to follow-ups and their statuses. A follow-up will only be included in a Program Year that matches its reporting period.
- The summary table on the UI and in the exported report now matches the count and status of follow-ups in the detail section.
- All participants who meet the selection criteria are now being displayed in the report.

Follow-up (UI)

- The Follow-up 2 schedule on the placement page has been corrected, in cases where the FU2 reporting quarter occurred in the 1st quarter of a Program Year.
- Users can now only select “No” for Follow-up 1 and 3 if the placement was not active in the 2nd quarter after exit or 4th quarter after exit, respectively.
- The warning message for entries in follow-up date fields > the follow-up expiration date has been corrected.
- The message displayed on the UI now correctly reflects the report status when there are zero (0) cases for the report selected.
- Expired is now only displayed when the last possible date for the follow-up has passed.

ED Reports

- Enrollments have been corrected on the reports.
- The # Under and # Over county calculations have been corrected in the Summary tables for both State-level and Grantee-level reports.

- The Avrg. % Und. E column in the Summary tables is now an absolute percentage on the AP reports.
- Even if there are no authorized or modified positions associated with a county, it will be displayed in the UI if there is an enrollment in that county.

QPR

- Sections **D1a. Number of Hours of Training (Current Quarter)**, **D3a. Total Number of Participants Providing Community Service** and **D3b. Total Number of Hours Worked in Community Service**, of the Quarterly Progress Report (QPR), are no longer blank.
- The Numerator for the **Most in Need** measure on the QPR reflects the correct number. Double counting of participants with Low Literary Skills no longer occurs.
- The **L4Q** column in section **B – Community Service** of the QPR will be populated with “N/A” as a report is made on the Q and YTD values.
- The Average Project Duration is calculated independently of a participant’s duration that is attributed to the COVID-19 Duration Policy.

Known Issues

- Follow-up Report: Not all expired Follow-ups 2 and 3 are being included in the output. This issue will be fixed in a future release.
- Users with blank or zero (0) hours are not included in the PHR. A future enhancement will allow users to view all participants with zero or blank hours for the report period selected.