



United States
Department of
Agriculture

National Institute
of Food and
Agriculture



The Leadership Management Dashboard (LMD) User Guide:

Analyze

SYSTEM VERSION: 5.0

DOCUMENT VERSION: 1.0

RELEASE DATE: SEPTEMBER 29, 2014

Contact Us:

For general questions about this application, or support for the Reporting Portal and Logging in: electronic@nifa.usda.gov (Tier 1 support for all users)

Document Comments:

We value your feedback on this document. Please email your comments to LMDsupport@nifa.usda.gov. (Tier 2 support for Internal Staff)

Hours: M-F 7AM – 3:30PM

Troubleshooting for second tier IT Support:

LMDfeedback@nifa.usda.gov (Tier 3 Support)

This document was created by users for users. We value your feedback! The Planning, Accountability and Reporting Staff (PARS) at NIFA has super-users that may be able to help if you encounter problems:

Laurie Fortis: lfortis@nifa.usda.gov Falita Liles: fliles@nifa.usda.gov or

Bart Hewitt: bhewitt@nifa.usda.gov (Supervisor)

Please remember, the data shown in this guide may not be available to the public. This guide is intended for internal use only.

User Guide Organization:

Guides are available under the “Help” link. The Basic Navigation Guide shows you the basics of LMD. Every other guide is specific to one “Tab” in LMD, which are listed below. To download the complete Guide, please visit the Intranet site: <http://intranet.nifa.usda.gov/groups/OfficesUnits/OA/PA/Reporting>

Tab	User Guide
General Introduction Guide	1 - Basic Navigation in LMD – User Start Guide v1.0
Acronyms	Acronym List v1.0
Activities	Activities User Guide v1.0
Analyze	Analyze User Guide v1.0
AREERA POW	AREERA POW User Guide v1.0
Awards	Budget and Awards User Guide v1.0
Search	Enterprise Search User Guide – Faceted Search Overview v1.0
Search	Enterprise Search User Guide v1.0
Goals	Goals and Portfolios User Guide v1.0
Portfolios	Goals and Portfolios User Guide v1.0
My Snapshots	My Snapshots User Guide v1.0
State Snapshots	State Snapshots User Guide v1.0
Workload	Workload User Guide v1.0
CRIS Classification Reference	My Snapshots User Guide v1.0

Analyze

Analyze has three sub-tabs, Compare, Crosstab, and Rank. **Compare** is used to relate two pieces of information to each other over time. For LMD, the means you can compare two dimensions of any available measure over a time frame of interest. **Crosstab** allows users to filter any measure of interest available in LMD using both user defined rows and columns on the spreadsheet for custom reports. The **Rank** sub-tab allows users to show the relationship between a set of items or measures such as the funding for a program across each State. (only dimension for rows)

Cubes are used in the analyze tab to represent “Data Sets” available for analysis. Four cubes are available bringing all the information in LMD into one tab.

Each cube has associated measures that are available only for that specific data set. The Dimensions (or variable) of the search are also specific to each cube. The data sets, measures, and dimensions available for them are shown below, by the cube name.

Cube	Measures Available	Dimensions Available
AREERA POW Annual Financials	Allocated Dollars Reported Expenditures – Capacity Reported Expenditures – State Match Reported Expenditures – Other Reported Expenditures – Total Full-Time Equivalent (FTE) (Please refer to the AREERA POW User guide for more information)	Funding Source by Activity Type Funding Source by Institution Type Institution Type by State and Region Knowledge Area by Category & Topic Knowledge Area by NIFA Primary Priority Area Knowledge Area by NIFA Secondary Priority Area Knowledge Area by Objective and Goal Knowledge Area by Planned Program and Goal Knowledge Area by Portfolio Knowledge Area Region State Year
Awards	Award Dollars Grant Count (This is ‘Estimated’ data so that 2002- 2014 are available, but data not closed out for 2013-14 is estimated)	Appropriation Fiscal Year Award Fiscal Year (This is estimated data) Award Grantee Location (Country, Region, State) Award Grantee Name Award Grantee Type Budget Line Item Type Earmark Flag FDC by Activity Type (Group, Category, Component, All) FDC (Budget Line, Activity Type, Group, Category, Component) Formula Flag Grant Program (Program Type, Area, All) Life of Funds Mandatory Funding Flag Submission Fiscal Year

		Treasury Symbol
Budget	Budget Source Dollars Pay to Grantee Dollars Federal Admin Setaside Dollars SBIR Setaside Admin Dollars Biotech Setaside Admin Dollars CRIS Setaside Admin Dollars Actual Award Dollars	Appropriation Fiscal Year Budget Line Item Type Earmark Flag FDC by Activity Type (Group, Category, Component, All) FDC (Budget Line, Activity Type, Group, Category, Component, All) Formula Flag Life of Funds Mandatory Funding Flag Treasury Symbol
Projects	Combined Dollars Reported Expenditure Dollars Grant Obligation Dollars FTE Project Count (This is Actuals or closed out data so that only 2002-2012 is available)	Funding Source (Types, NIFA Only, All) Grantee Location (Country, Region, State) Grantee Name Grantee Type (Type, Type Code) Knowledge Area Along Topics (Topic, Category, All) Knowledge Area Along Goals (Goal, Objective, All) Multistate Project Number Grant Program (Program Area, All) Portfolio Science (Category, All) Sponsoring Agency State Subject (SOI) (Topic, Category, All) Year

Data Sources:

Funding information is imported to CRIS (REReport updates CRIS too) from CREEMS and represents data which has been reported as closed out (already reported to OMB after going through subject matter expert analysis such as the crosscuts and is unchangeable). Only years that NIFA has reported on are included because expenditure data is collected in the Annual Reports/AD-419 process after the fiscal year is complete. **This data does not include Extension program reporting data (Smith-Lever 3b&3c and 1890 Extension), which is only reported out of the Plan of Work (POW) application since capacity-funded extension programs do not fill out technical reports in the REReport/CRIS applications.**

Full Time Equivalent (FTE) represents the number of full time scientific employees the project funds. This information is collected on the AD-419 for Capacity projects only and is calculated for the NIFA portions of project funding. This data is reported annually after the reporting period is complete. For Hatch and Evans Allen projects at a particular institution, this may not be the same as the data reported in the POW application, since that data is reported mostly by Administrators at a program level (e.g. “total FTEs for the Hatch program” at a Land Grant University) versus the project level that is reported through REReport.

Navigation: The “**Analyze**” tab has three sub-tabs. The **Compare sub-tab** allows you to select a range of years for the measure you choose, and then compare two selections within a dimension. Filters may be added to limit the search. More than one filter may be selected.

Limits and filters are chosen using the drop-down boxes shown as an arrow on the right inside of the box. You can only choose one factor at a time in these drop down boxes, so choose one specific State and then make a second selection to choose more than one. For example, the CRIS classifications you choose must be selected one at a time, but you can select as many as you need under KA or SOI dimensions. They will show with a red **x** and the name, under the selection box.

The **Rank sub-tab** allows for the selection of the row dimension of the report using the same options.

The **Crosstab** page has the most options to create ad-hoc reports. This is the only page that allows for the selection of both row and column dimensions.

Compare Crosstab Rank

LMD 4.6 for Laurie Fortis Definitions | Contact Us | Settings | Help | Back to Portal | Log Out

Trend of NIFA Sponsored Projects by State

[Search Saved Pages](#)

Data Source: Current Research Information System (CRIS)

This page illustrates the "Filter" feature of LMD. In this case, the measure of interest is Project Count, and the filter applied is NIFA as the Sponsoring Agency.

Experiment with different dimensions for rows and columns. Note that any number of dimensions can be added to the Filter. Data is also available for previous years.

Keywords: NIFA Sponsored, Project Count, States

Default Page

Share with public? false

Cube: Projects

Measure: Project Count

Dimension for Rows: State

Dimension for Columns: Year

Filters: Add a filter...

Sponsoring Agency includes only: NIFA

Year includes only: 2008 2009 2010 2011 2012

Exclude zero rows

Show visualization

Create New Page Save as New Page

Remember that when you enter the sub-tab the page is inactive. You must click "Create New Page" to start your search. When this is selected, the page starts by asking you for the Cube you would like to use.

USDA

Budget Awards Activities My Snapshots State Snapshots AREERA POW Workload Goals Portfolios Analyze Search

REEIS MEASURING RESULTS

Compare Crosstab Rank

LMD 4.6 for Laurie Fortis Definitions | Contact Us | Settings | Help | Back to Portal | Log Out

Crosstab - New Page

[Search Saved Pages](#)

Cube: Choose a cube...

Once you choose your cube, the rest of the page will open for you to select your measure, dimensions, and filters.

After choosing your limits (click the “Show Results” button. You must make a selection for each variable in order for the “Show Results” button to be active. An example of the search and results follows is below. After you show your results, the “Save as New Page” button appears allowing you to save your query.

Award Dollars - Sum

FDC by Activity Type > Group ▲	2012	2013	2014
Agriculture and Food Research Initiative Grants	\$374,888	\$374,888	\$0
Alaska Native Serving/Native Hawaiian Serving Insts. Educ.	\$1,528,745	\$1,413,556	\$1,528,759
Crop Protection/Pest Management	\$0	\$0	\$170,000
Extension Services at the 1994 Institutions	\$85,000	\$78,000	\$100,000
Hatch Act, Formula Funds	\$1,242,600	\$1,143,718	\$1,275,263
Higher Education-Native American Institutions	\$107,580	\$99,497	\$107,468
McIntire-Stennis, Cooperative Forestry	\$642,342	\$557,604	\$580,759
N/A	\$10,000	\$0	\$0
N/A	\$37,000	\$100,000	\$450,000
Renewable Resources Extension Act	\$76,669	\$67,185	\$81,683
Rural Health and Safety	\$0	\$199,999	\$0
Smith-Lever 3b&c	\$1,171,027	\$1,101,222	\$1,221,562
Smith-Lever 3d	\$554,909	\$441,498	\$516,628
Total	\$5,830,760	\$5,577,167	\$6,032,122

You can retrieve the search by clicking the name you choose for it using the “Search Saved Pages” (pull down tab) at the top of the query window.

When you click “Save as New Page”, a pop up box opens for you to give the search a name, and to add an optional description and keywords. After you save the search, new options will be available on the page as shown in the next screenshot. These are new options that allow you to make a default page for when you open this tab, reset the search, change the search and resave it, or rename the search. If you change a limit you are changing the search and must save it again to see all the options.

You can choose to “Share With Public” so others may also view your search results by looking on the “Search Saved Pages” pull down menu, or keep it private to yourself by not clicking the box.

This new feature allows you to “Delete Page” or “Make Default” the saved search on the current page.

The screenshot shows a search interface with the following elements:

- Header: My Snapshots > Subject of Investigation > Example Snapshot by unclassified SOI
- Search Saved Pages: A pull-down menu at the top.
- Keywords: unclassified
- Fiscal Year: All (dropdown)
- State: All (dropdown)
- Sponsoring Agency: NIFA (dropdown)
- Subject of Investigation: [text input]
- Tags: x 0001: Administration, x 9900: Unclassified
- Buttons: Create New Page, Show Results, Save, Save as New Page
- Pop-up box (created by Laurie Fortis):
 - Share With Public (checkbox)
 - Make Default (purple button)
 - Delete Page (red button)

Red arrows point from the 'Search Saved Pages' menu to the 'Make Default' and 'Delete Page' buttons in the pop-up box.

“Create New Page” click to reset your search and start a new analysis page

“Show Results” if you want to change a limit or add another SOI, you can do that and then click this to refresh the results in the table and graphs below the search.

“Save” is used if you change your search and want to resave the page as the same name. This will replace the original search limits for the saved search.

“Save as New Page” is so you can save your changed search to a new saved search page with a new name. This will not replace the original saved search, which is left untouched, so both will appear under the Search Saved Pages drop town tab.