DIRECT TECHNICAL ASSISTANCE TO PROGRAMS OR ANGECIES IN IMPROVING THEIR OUTCOMES, SERVICES, MANAGEMENT AND/OR POLICIES.

To Add Technical Assistance Activities in NIRS (I-Team, please refer to your own tip sheet)

**How?**
1. Click on Add Activity
2. In the menu, click on Add beside ‘Technical Assistance’
3. Answer all the questions posed in NIRS. Pay special attention to the following questions:
   a. **Title of Activity:** Please enter titles in the following format “Project Name: TA to TA Recipient Name” for example “CIS/EI: TA to Regional EIP”
   b. **Intensity of TA:** If this activity is recurring please mark here how many contacts per year you will have with the recipient of TA and don’t forget to check “Recurring Activity” at the bottom of the page.
   c. **Types and Numbers of Participants:** Please do not enter a number under “Trainees Total” this field refers only to those students in one of our Interdisciplinary Preservice Prep programs.
   d. **Was the Center the lead on this activity?:** If the answer is YES and the Area of Emphasis is *Education & Early Intervention, Customer Satisfaction* data MUST be entered.
   e. **Initial Outcome Measure:** If you had 3+ contacts with the TA recipients (under intensity of TA) and the center was the lead on the activity, **Initial Outcome Measure** data MUST be entered.