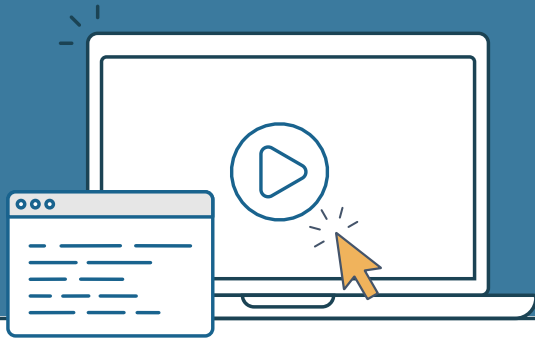# SPARS CSAT Quick Reference

GPRA Tool Data

Key Resources Available NOW

Documents

CSAT GPRA Tool PDF – English

CSAT GPRA Tool PDF – Spanish

CSAT GPRA Tool Crosswalk

CSAT GPRA QxQ Guide

CSAT GPRA Client Outcome Measures Codebook

CSAT GPRA Section H Information Sheet

CSAT GPRA Client Outcome Measures Services Document XML Schema

CSAT GPRA Client Outcome Measures CSV Template

Add/Remove Users Form

Trainings and Videos

Five Tips for Managing Your SPARS Account 🔒

Introduction to SPARS - CSAT 🔒

CSAT GPRA Tool Training & Slides 🔒

Section H Training 🔒

🔒 This icon indicates resources that require the user to be logged into SPARS.

Key Dates and Activities

2023 GPRA Tool Transition

1/20/2023 – Last day to collect client data using the **expiring** GPRA Tool

1/21/2023 – First day to start collecting client data using the **new** GPRA Tool

1/30/2023 – First day to start entering client data collected using the **new** GPRA Tool

2/15/2023 – Deadline to submit all client data using the **expiring** GPRA tool into SPARS

2/16/2023 – First day to submit XML-based or CSV-based batch upload data collected using the **new** GPRA Tool

Top Tips and Reminders

- SPARS is launching a new CSV-based **batch upload** method in February 2023! This is the first time that the batch upload option will be available to **all** CSAT grantees. The new method offers a simpler and more accessible way for grantees to upload multiple GPRA records at once into SPARS. It's a good time to consider this option and its potential to save time with data entry. The slides and recording from recent Office Hours sessions will be posted soon.

- Check the SPARS homepage announcements, your email, and the latest online version of this Quick Reference Guide for new resources as they become available.

SPARS

SAMHSA
Substance Abuse and Mental Health
Services Administration