HFA Site Profile Report 2025

What is the Site Profile Report (SPR)?

- The site profile report (SPR) is the name of HFA's annual data collection from all sites across the national network

- The data for the SPR is entered into the HFA HFAST system.

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What is the Site Profile Report (SPR)?

- **Data is collected in 4 categories:**
  - **Site Characteristics-** information about processes and tools your site is using now. Examples are your eligibility process, or the depression screen your site uses.
  - **Family Data-** information about your staff and families served in the previous year.
  - **Financial-** your current year budget and funding sources
  - **Program Policy-** current policies at your site. Examples are the curriculum you use or additional services your site offers, like lactation consultants or family groups.

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Top 10 Things you need to know about the SPR

- https://vimeo.com/791368316/00ca5116fd

What dates do I use?

- All HFNY programs will use the **calendar year 2024** for all SPR reporting.

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Capacity Question

- Estimating if your site met funder capacity expectation, typically came close or was consistently under.

- Use your quarterly reports for the last CALENDAR year to estimate by looking under "<u>TRACKING OF SITE'S CAPACITY, PROGRAM UTILIZATION AND PARTICIPANT RECRUITMENT</u>".

- Contract expectations are that programs are at 85% utilization, not 100%.

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RESOURCES

- [SPR Guide 2025](#)

- [Getting Started in HFAST](#)

- [Guide to GA-7A](#)

- MIS HFAST Report

Questions?