



NSP II Mandatory Data Tables 2027 – Google Form Instructions

The NSP II Mandatory Data Tables are now collected annually through a Google Form rather than a fillable document. This form standardizes annual data collection across institutions and supports compliance with legislative, audit, and reporting requirements.

The NSP II Mandatory Data Tables must be submitted once per year per institution, based on the institution's interaction with NSP II:

Who must complete this form?

When?

Institutions submitting NSP II competitive institutional grant proposals

Submit by the application deadline

Institutions submitting NSP II competitive institutional grant annual or final reports

Submit by the applicable reporting deadline

Institutions receiving any NSP II faculty-focused awards (NFAR, ANEC, NNFF, NEDG)

Submit within 30 calendar days of award announcement

What data is requested?

The form mirrors the Mandatory Data Tables [Word/PDF](#) document and includes information routinely reported to the Maryland Board of Nursing (MBON) and accrediting bodies, such as:

- Nursing faculty FTEs and vacancies
- Program capacity, enrollment, and outcomes
- Graduates by program type
- Faculty and student demographics
- Geographic impact

Why does the form not look like the tables?

Google Forms does not support table-based data entry. To ensure accurate and consistent reporting, each data point from the tables has been translated into individual numeric questions. This approach improves data quality and streamlines analysis while preserving all required metrics.

How should numeric fields be completed?

- Enter whole numbers only unless otherwise specified
- Use "0" if a value does not apply
- Do not leave numeric fields blank
- Percent fields should be entered as numbers from 0–100

Important reminder

Data submitted in this form is expected to match information reported to MBON and accrediting bodies. Please coordinate internally as needed before submission.

Access the Online MDT Form:

Direct Link: <https://forms.gle/pxDpWWAY1nhF4eWW6>

QR Code:



If you have questions about completing the form, please contact NSP II staff prior to submission: laura.schenk1@maryland.gov, kimberly.ford@maryland.gov, alicia.gainey@maryland.gov

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NSP II Mandatory Data Tables (MDT)

Frequently Asked Questions (FAQs)

GENERAL & SUBMISSION QUESTIONS

Q: Do I need to submit the MDT if my institution already submitted one this year?

A: No. The MDT must be submitted **once per year per institution**. If your institution has already submitted an MDT for this reporting period, you have fulfilled the annual requirement. Check with NSP II staff if you are unsure if your institution has already met this requirement.

Q: Where can I access the online MDT form and alternative document versions?

A: Access the form and formats using the links below:

- **Online Form (Google Form):** <https://forms.gle/Tggs18FRgMxTyLTS6>
- **Word Version (for drafting / technical issues):**
https://nursesupport.maryland.gov/Documents/NSP%20II/Forms/NSPII_FY2028_mdt_word.docx
- **PDF Version (for accessibility needs):**
https://nursesupport.maryland.gov/Documents/NSP%20II/Forms/NSPII_FY2028_mdt_PDF.pdf

Q: Can I save my progress in the Google Form or view questions beforehand?

A: Google Forms allows you to return and continue where you left off. To preview all data fields prior to entry, please use the Word or PDF reference documents.

REPORTING PERIODS & COHORTS

Q: What date range or academic year should be covered for the 2027 MDT?

A: Report data as of **October 15, 2026**. This covers the most recently completed Academic Year (AY 25–26), including the **Fall 2025 & Spring 2026 cohorts**. (Note: Employment rates require only one year of data).

DEFINITIONS & DATA ENTRY GUIDELINES

Q: How should Faculty Retention Rate be calculated?

A: Calculate as: $(\text{Faculty Retained at End of AY} \div \text{Faculty Employed at Start of AY}) \times 100$. Report separate % values for full-time and part-time faculty. If your institution does not collect this metric, you may omit it.

Q: How is student residency categorized?

A: Residency is based on primary legal residence (e.g., driver's license/voter registration):

- **Maryland Residents:** Primary residence in MD.
- **Geographic Neighbors:** Primary residence in contiguous states (DC, DE, PA, VA, WV).
- **Other States:** All other U.S. states/territories & international students residing temporarily in MD while enrolled.

Q: How are 'Underrepresented Groups' and 'Ethnicity/Race' defined?

A: Underrepresented groups include ethnic/racial minorities, males, and/or individuals aged < 30 or > 60. Use your institution's standard reporting methodology for race/ethnicity categories (Asian, Black/African American, Latino/Hispanic, Pacific Islander & Native American, White, Mixed Race, Other). Individuals identifying with multiple races may be reported under Mixed Race.

Q: How should numeric fields and percentages be entered?

A: Enter whole numbers only unless specified. Enter percentages as numbers from 0–100 without % signs (e.g., '85' for 85%). Enter '0' if a value does not apply; do not leave required numeric fields blank.