

**INSTRUMENT #5**  
**SUBAWARDEE DATA COLLECTION AND REPORTING**

## **SUB-AWARDEE DATA COLLECTION AND REPORTING**

The 475 estimated sub-awardees will support the PAS by supplying grantees with measures on participant demographics, behaviors, intentions, and perceived effects; attendance, reach, and dosage; implementation challenges and needs for technical assistance; and, structure, cost, and support for program implementation. These measures will be provided annually by the sub-awardees to the grantees. The contractor (Mathematica Policy Research) will develop tools to support sub-awardees in their aggregation of the data originating from the implementation sites, and the reporting of data from the sub-awardees to the grantees. However, these tools are considered voluntary and to be used at the discretion of the sub-awardees. Sub-awardees may elect to use alternative means to aggregate and collect the data that will be submitted to the grantees. The only requirement will be that all grantees report the required measures into the national system systematically, and for that they will use an online form that is described in Instrument 4: Performance Reporting System Data Entry Form. Sub-awardees will not be required to use this entry form.

*For measures of demographics, behaviors, intentions, and perceived effects, sub-awardees will:*

- **Across all implementation sites, aggregate data from participant entry and exit surveys.** The data from the completed surveys will be submitted to the sub-awardees by the implementation site facilitators. Sub-awardees will aggregate the data from the surveys and submit the aggregated measures to the grantees.

*For measures of attendance, reach, and dosage, sub-awardees will:*

- **Across all implementation sites, aggregate the number of youth ever served by program setting, the populations predominantly served, participant attendance, and program hours intended and delivered.** These data will be submitted to the sub-awardees by the implementation site facilitators. Sub-awardees will aggregate the data and submit the aggregate measures to the grantees.

*For measures of implementation challenges and needs for technical assistance, sub-awardees will:*

- **Report on the challenges they have experienced, and areas where technical assistance could be beneficial.** The sub-awardees will report to the grantees on implementation challenges encountered as they delivered the program(s), and areas where implementation technical assistance could improve program delivery.

*For measures of structure, cost, and support of program implementation, sub-awardees will:*

- **Report on facilitators, training, program monitoring, funding sources, adulthood preparation subjects, and primary target populations.** These data will include the total number of facilitators delivering the program, and among those the number that received training and were observed delivering the program. The sub-awardees will also report on specific youth populations targeted for programming, the adulthood preparation subjects included in their programs, and the sources of program funding (amount from PREP and other sources).