

**INSTRUMENT #3**

**PERFORMANCE REPORTING SYSTEM DATA ENTRY FORM**

The 93 estimated grantees will report 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. The contractor (Mathematica Policy Research) will develop tools grantees can use to aggregate data originating from sub-awardee providers and to organize all of the performance measures data elements to facilitate entry into the national system. However, these tools are considered voluntary and to be used at the discretion of the grantees. Grantees may elect to use alternative means to collect and aggregate the data that will be submitted. The only requirement will be that all grantees enter the required measures into the national system systematically, and for that they will use an online form that contains all of the items in this instrument.

**Measures of Demographics and Behaviors  
 Collected at Program Entry**

<b>REPORT PERIOD</b>	[reporting period]
<b>Grantee:</b>	Enter grantee name
<b>Provider:</b>	Enter provider name
<b>Program:</b>	Enter program name

	<b>Enter Count</b>		<b>Enter Count</b>
Total Entry Surveys Completed:		Total Exempt from Sensitive Questions:	

<b>Age</b>	Age 10	
	Age 11	
	Age 12	
	Age 13	
	Age 14	
	Age 15	
	Age 16	
	Age 17	
	Age 18	
	Age 19	
	Age 20	
	Age 21 or older	
	Total	
Missing		

<b>Gender Identity</b>	Male	
	Female	
	Transgender	
	Something else	
	Unsure	
	Total	
	Missing	

<b>Orientation</b>	Straight	
	Gay or Lesbian	
	Bisexual	
	Something else	
	Unsure	
	Total	
Missing		

<b>Language(s) Spoken at Home</b>	English	
	Spanish	
	Other: _____	
	Total	
	Missing	

	<b>Total marked as LGBTQ</b>	
	Missing	

THE PAPERWORK REDUCTION ACT OF 1995

Public reporting burden for this collection of information is estimated to average 14 to 18 hours per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

		Enter Count
Hispanic /Latino	Yes	
	No	
	Total	
	Missing	

Race	American Indian or Alaska Native	
	Asian	
	Black or African American	
	Native Hawaiian or Other Pacific Islander	
	White or Caucasian	
	Total	
	Missing	

Vulnerable Populations	In foster care, living with a family	
	In foster care, living in a group home	
	Couch surfing or moving from house to house	
	Living in a place not meant to be a residence, such as outside, in a tent city or homeless camp, in a car, in an abandoned vehicle, or in an abandoned building	
	Staying in an emergency shelter, transitional living program, or motel	
	In juvenile detention, jail, prison or another correctional facility, or under the supervision of a probation officer	
	Total	
	Missing	

		Enter Count
Grade	Grade 4	
	Grade 5	
	Grade 6	
	Grade 7	
	Grade 8	
	Grade 9	
	Grade 10	
	Grade 11	
	Grade 12	
	School does not assign grade levels	
	Dropped out of school and is not working on getting a high school diploma or GED	
	Working toward GED	
	Has high school diploma or GED but is not currently enrolled in college or technical school	
	Has high school diploma or GED and is currently enrolled in college or technical school	
	Total	
Missing		

**Measures of Demographics and Behaviors  
Collected at Program Entry**

<b>REPORT PERIOD</b>	[reporting period]
<b>Grantee:</b>	Enter grantee name
<b>Provider:</b>	Enter provider name
<b>Program:</b>	Enter program name

**Enter Count**

	All of the Time	Most of the Time	Some of the Time	None of the time	Missing	Total
<b>How often in past three months:</b>						
Cared about doing well in school						
Shared ideas or talked about things that really matter with a parent or guardian						
Resisted or said no to peer pressure						
Managed conflict without causing more conflict						
Knew how to manage stress						
Managed money carefully						
Had friends that kept them out of trouble						
Were respectful toward others						

## Measures of Demographics and Behaviors Collected at Program Entry

<b>REPORT PERIOD</b>	[reporting period]
<b>Grantee:</b>	Enter grantee name
<b>Provider:</b>	Enter provider name
<b>Program:</b>	Enter program name

### Enter Count

	Yes	No	Missing	Total
Ever had vaginal sex				
Ever had oral sex <sup>s</sup>				
Ever had anal sex <sup>s</sup>				
Ever been/gotten someone pregnant*				

	0	1	2	3+	Missing	Total
How many times been/gotten someone pregnant*						

	0	1	2-3	4+	Missing	Exempt	Total
How many times had vaginal sex in past 3 months*							
Number of people with whom had vaginal sex in past 3 months*							
How many times had oral sex in past 3 months* <sup>s</sup>							
Number of people with whom had oral sex in past 3 months* <sup>s</sup>							
How many times had anal sex in past 3 months* <sup>s</sup>							
Number of people with whom had anal sex in past 3 months* <sup>s</sup>							

	All of the time	Most of the time	Some of the time	None of the time	Missing	Exempt	Total
How often used a condom for vaginal sex in past three months**							
How often used birth control <u>other</u> than condoms for vaginal sex in past three months**							
How often had vaginal sex without condom or birth control in past three months**							
How often used a condom or dental dam for oral sex in past three months** <sup>s</sup>							
How often used a condom for anal sex in past three months** <sup>s</sup>							

\* Report youth never having that type of sex as "0".

\*\* Reported only for those who had that type of sex within past three months.

(<sup>s</sup>) indicates a sensitive question.

## Measures of Demographics, Intentions, and Perceived Effects Collected at Program Exit

<b>REPORT PERIOD</b>	[reporting period]
<b>Grantee:</b>	Enter grantee name
<b>Provider:</b>	Enter provider name
<b>Program:</b>	Enter program name

	<b>Enter Count</b>
Total Entry Surveys Completed:	

<b>Age</b>	Age 10	
	Age 11	
	Age 12	
	Age 13	
	Age 14	
	Age 15	
	Age 16	
	Age 17	
	Age 18	
	Age 19	
	Age 20	
	Age 21 or older	
	Total	
	Missing	

<b>Language(s) Spoken at Home</b>	English	
	Spanish	
	Other: _____	
	Total	
	Missing	

<b>Gender Identity</b>	Male	
	Female	
	Transgender	
	Something else	
	Unsure	
	Total	
	Missing	

<b>Orientation</b>	Straight	
	Gay or Lesbian	
	Bisexual	
	Something else	
	Unsure	
	Total	
Missing		

	<b>Total marked as LGBTQ</b>	
	Missing	

		Enter Count
Hispanic/ Latino	Yes	
	No	
	Total	
	Missing	

Race	American Indian or Alaska Native	
	Asian	
	Black or African American	
	Native Hawaiian or Other Pacific Islander	
	White or Caucasian	
	Total	
	Missing	

Vulnerable Populations	In foster care, living with a family	
	In foster care, living in a group home	
	Couch surfing or moving from house to house	
	Living in a place not meant to be a residence, such as outside, in a tent city or homeless camp, in a car, in an abandoned vehicle, or in an abandoned building	
	Staying in an emergency shelter, transitional living program, or motel	
	In juvenile detention, jail, prison or another correctional facility, or under the supervision of a probation officer	
	Total	
	Missing	

		Enter Count
Grade	Grade 4	
	Grade 5	
	Grade 6	
	Grade 7	
	Grade 8	
	Grade 9	
	Grade 10	
	Grade 11	
	Grade 12	
	School does not assign grade levels	
	Dropped out of school and is not working on getting a high school diploma or GED	
	Working toward GED	
	Has high school diploma or GED but is not currently enrolled in college or technical school	
	Has high school diploma or GED and is currently enrolled in college or technical school	
	Total	
	Missing	

## Measures of Demographics, Intentions, and Perceived Effects Collected at Program Exit

<b>REPORT PERIOD</b>	[reporting period]
<b>Grantee:</b>	Enter grantee name
<b>Provider:</b>	Enter provider name
<b>Program:</b>	Enter program name

Enter the number of respondents who report the program made them much more, somewhat more, about the same, somewhat less, or much less likely to exhibit the following adult behaviors or sexual activities.

	Much more likely	Somewhat more likely	About the same	Somewhat less likely	Much less likely	Not at all likely	Will Abstain	Missing	Total
Be the best they can be									
Resist or say no to peer pressure									
Know how to manage stress									
Manage conflict without causing more conflict									
Form friendships that keep them out of trouble									
Be respectful toward others									
Make plans to reach their goals									
Care about doing well in school									
Get more education after high school									
Get a steady job or after finishing school									
Share ideas or talk about things that really matter with a parent or guardian									
Make healthy decisions about drugs and alcohol									
Manage money carefully, such as making a budget, saving, or investing									
Have vaginal sex in the next 3 months									
Use a condom if having vaginal sex in the next 3 months									
Use birth control <u>other</u> than condoms if having vaginal sex in the next 3 months									
Use a condom or other form of birth control if having vaginal sex in the next 3 months									
Have oral sex in the next 3 months									
Use a condom or dental dam if having oral sex in the next 3 months									
Have anal sex in the next 3 months									
Use a condom if having anal sex in the next 3 months									



**Measures of Demographics, Intentions, and Perceived Effects  
Collected at Program Exit**

<b>REPORT PERIOD</b>	[reporting period]
<b>Grantee:</b>	Enter grantee name
<b>Provider:</b>	Enter provider name
<b>Program:</b>	Enter program name

	All of the time	Most of the time	Some of the time	None of the time	Missing	Total
Enter the number of respondents who assessed their program experience according to the scale to the right.						
Felt interested in program sessions and classes						
Felt the material presented was clear						
Felt discussions or activities helped to learn program lessons						
Had a chance to ask questions about topics or issues that came up in the program						
Felt respected as a person						
Were picked on, teased, or bullied						
Witnessed people being picked on, teased, or bullied because people thought they were LGBT						
Witnessed people being picked on, teased, or bullied because of their race or ethnic background						

## Measures of Attendance, Reach, and Dosage

<b>REPORT PERIOD</b>	[reporting period]
<b>Grantee:</b>	Enter grantee name
<b>Provider:</b>	Enter provider name
<b>Program:</b>	Enter program name

		Enter Count
<i>Enter the number of youth during the reporting period who:</i>		
Reach	Attended at least one program session	
	<i>Program Setting</i>	
Program Setting	Attended a session in school during school	
	Attended a session in school after school	
	Attended a session in a community-based organization	
	Attended a session in a clinic	
	Attended a session in a foster care setting	
	Attended a session in a juvenile detention center	
	Attended a session in a residential mental health treatment facility	
	Attended a session in another setting	
<i>Indicate whether more than 50 percent of youth attending the program were:</i>		
Majority	In foster care	
	Homeless or runaway	
	Pregnant or parenting	
	LGBTQ	
	In adjudication systems	
<i>Enter the appropriate count below</i>		
Attendance		
	The number of youth who completed at least 75 percent of scheduled program hours	

## Measures of Attendance, Reach, and Dosage

<b>REPORT PERIOD</b>		[reporting period]
<b>Grantee:</b>		Enter grantee name
<b>Provider:</b>		Enter provider name
<b>Program:</b>		Enter program name
Enter a unique identifier for each cohort that received the program during this reporting period.	Did the cohort complete the program during the reporting period (Y/N)?	For those cohorts that completed the program during the reporting period, how many hours of programming, overall, were delivered?
Cohort-1		
Cohort-2		
Cohort-3		
Cohort-4		
Cohort-5		
Cohort-6		
Cohort-7		
Cohort-8		
Cohort-9		
Cohort-10		
Cohort-11		
Cohort-12		
Cohort-13		
Cohort-14		
Cohort-15		
Cohort-16		
Cohort-17		
Cohort-18		
Cohort-19		
Cohort-20		
Cohort-21		
Cohort-22		
Cohort-23		
Cohort-24		
Cohort-25		

## Measures of Implementation Challenges and Needs for Technical Assistance

<b>REPORT PERIOD</b>	[reporting period]
<b>Grantee:</b>	Enter grantee name
<b>Provider:</b>	Enter provider name

Use the scale at the right to indicate how provider assessed the implementation challenges below.

	Not a Problem	Somewhat a problem	A serious problem
Recruiting youth			
Keeping youth engaged			
Getting youth to attend regularly			
Recruiting qualified staff			
Ensuring facilitators understand content			
Covering program content			
Staff turnover			
Negative peer reactions			
Youth behavioral problems			
Natural disasters			
Program facilities			
Obtaining buy-in or support from key stakeholders			

Use the scale at the right to indicate if the provider has expressed interest in receiving technical assistance for the implementation factors below.

	Not Interested	Somewhat Interested	Very Interested
Recruiting youth			
Keeping youth engaged in program sessions			
Getting youth to attend regularly			
Recruiting qualified staff			
Training facilitators			
Retaining staff			
Minimizing negative peer reactions			
Addressing youth behavioral issues			
Obtaining buy-in or support from key stakeholders			
Evaluation (e.g., how to select or manage an evaluator, data collection, data analysis, and report writing)			
Parent support and engagement			
Other			

## Measures of Structure, Cost, and Support for Program Implementation

<b>REPORT PERIOD</b>	[reporting period]
<b>Grantee:</b>	Enter grantee name

### PREP Funding

Total amount of PREP grant funding obligated (including any rollover funds) during [reporting period]	\$
Of that total, percentage obligated for:	
• Direct service provision (youth programming)	%
• Training, technical assistance, and monitoring conducted at the grantee level	%
• Evaluation and/or research	%
• Retained for administrative purposes at the grantee level	%

### Grantee Staffing

**Count**

Number of grantee staff involved in overseeing PREP	
Number of grantee FTEs involved in overseeing PREP	

### Grantee Observation, Training and Technical Assistance

**(Y/N)**

Grantee or its designee observed program delivery to monitor quality and fidelity to program models	
Type of organization that conducted observations (mark all that apply):	
● Grantee	
● Developer	
● Training or technical assistance partner	
● Evaluation partner	
● Program provider	
Grantee or its designee provided technical assistance to support program implementation	
Type of organization that provided technical assistance (mark all that apply):	
● Grantee	
● Developer	
● Training or technical assistance partner	
● Evaluation partner	
● Program provider	
Grantee or its designee conducted training of facilitators who deliver the program (or of other staff who might train facilitators)	
Type of organization that conducted program facilitator training (mark all that apply):	
● Grantee	
● Developer	
● Training or technical assistance partner	
● Evaluation partner	
● Program provider	

### Provider Count

**Count**

Number of providers funded	
Number of new providers	

## Measures of Structure, Cost, and Support for Program Implementation

<b>REPORT PERIOD</b>	[reporting period]
<b>Grantee:</b>	Enter grantee name
<b>Provider:</b>	Enter provider name

	<b>Amount</b>
PREP award amount (for current reporting period only)	\$
Amount of non-PREP funding received during current reporting period to support PREP programming	\$

	<b>(Y/N)</b>
Is provider new for the [reporting period]?	
Did provider serve youth during the [reporting period]?	

	<b>Count</b>
Number of PREP facilitators working for provider	
Number of PREP facilitators trained in delivering core program model	
Number of PREP facilitators observed once	
Number of PREP facilitators observed twice or more	

## Measures of Structure, Cost, and Support for Program Implementation

<b>REPORT PERIOD</b>	[reporting period]
<b>Grantee:</b>	Enter grantee name
<b>Provider:</b>	Enter provider name
<b>Program:</b>	Enter program name

Program Delivery	
Program model implemented	
Number of intended program delivery hours	

Indicate which, if any, of the following youth groups are target populations for the provider's program		Y / N
Target Population	Youth in foster care	
	Homeless or runaway youth	
	Youth living with HIV/AIDS	
	Pregnant or parenting youth	
	Hispanic/Latino youth	
	African American youth	
	Native American youth	
	LGBTQ youth	
	Youth in adjudication systems	
	Male youth	
	Youth in high-need geographic areas	
	Out of school or dropout youth	
	Youth in residential treatment for mental health issues	
Trafficked youth		

Indicate which of the following adulthood preparation subjects (APS) are covered by the program		Y / N
Adulthood Preparation Subjects	Healthy relationships	
	Adolescent development	
	Financial literacy	
	Parent child communication	
	Educational and career success	
	Healthy life skills	

For each APS selected, indicate whether content is (mark all that apply):		Y / N
Source of Adulthood Preparation Subjects Content	Included in the program's evidence-based or evidence-informed APP curriculum	
	Covered by incorporating an entire additional existing curriculum	
	Covered by adding selected lessons from another existing curriculum	
	Covered by original content that we or a partner organization created	