

INSTRUMENT 3

SRAE PERFORMANCE REPORTING SYSTEM DATA ENTRY FORM

The 137 estimated grantees will report measures on participant demographics, behaviors, intentions, perceived effects, and program experiences; attendance, reach, and dosage; implementation challenges and needs for technical assistance; and structure, cost, and support for program implementation. The contractor (Public Strategies) and subcontractor (Mathematica) have developed this tool for grantees to use to collect data originating from subawardee providers and to organize all of the grantee-, provider-, and program-level performance measures data elements for submission into the SRAE Performance Measures Portal. The contractor is developing separate tools to support grantees in their submission of the data originating from the entry and exit surveys (Instruments #1 and #2). 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 the data that will be submitted. The only requirement will be that all grantees enter the required measures into the Portal systematically, and for that they will (1) use an online form that contains all of the items in this instrument and (2) upload data files containing the items in Instruments #1 and #2.

Measures of Structure, Cost, and Support for Program Implementation

REPORT PERIOD	[reporting period]
Grantee:	Enter grantee name

SRAE Operational Status Related to COVID-19	
Did your SRAE program experience any interruptions of operations or services due to COVID-19?	Y/N
If yes:	
For how long did the program experience interruptions of operations or services due to COVID-19?	Number of months: ^a
Were your operations able to resume to full pre COVID-19 capacity?	Y/N
If not, what is the percent capacity of operations at present?	%
<small>^aThe SRAE Performance Measures Portal will include hover text to remind grantees about the reporting period (Sept. 2019 – Oct. 2020) when responding this question.</small>	

Funding		
Total amount of SRAE grant funding obligated (including any carryover funds) during [reporting period]	\$	
Percentage of total funding obligated for:		
Percent of funding obligated	Direct service provision (youth programming)	%
	Training, technical assistance, and monitoring conducted at the grantee level	%
	Evaluation and/or research	%
	Administrative purposes at the grantee level	%

Grantee Staffing	Count
Number of grantee staff involved in overseeing SRAE before COVID-19 occurred	
Did the number of staff involved in overseeing SRAE decrease due to COVID-19?	Y/N
If yes: how many staff were affected?	
Number of grantee FTEs involved in overseeing SRAE before COVID-19 occurred	
Did the number of FTEs involved in overseeing SRAE decrease due to COVID-19?	Y/N
If yes: how many FTEs were affected?	

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:		Y/N
Type of Organization – Observations	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:		Y/N
Type of Organization – TA	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:		Y/N

FORM APPROVED
 OMB CONTROL NO:
 EXPIRATION DATE:

Type of Organization – Training	Grantee	
	Developer	
	Training or technical assistance partner	
	Evaluation partner	
	Program provider	

Number of providers	Count
Number of providers funded	
Number of new providers	

Target number of youth to be served by the grantee (in the original application or approved by your project officer)	Count
Target number of youth	

Measures of Structure, Cost, and Support for Program Implementation

REPORT PERIOD	[reporting period]
Grantee:	Enter grantee name
Provider:	Enter provider name

Funding	Amount
SRAE annual award amount (for current grant year)	\$
Amount of non-SRAE funding received during current reporting year to support SRAE programming	\$

	Y/N
Is provider new for the [reporting year]?	
Did provider serve youth during the [reporting year]?	

Facilitators	Count
Number of SRAE facilitators working for provider	
Number of SRAE facilitators trained in delivering core curriculum	
Number of SRAE facilitators observed once	
Number of SRAE facilitators observed at least twice	

Measures of Structure, Cost, and Support for Program Implementation

REPORT PERIOD	[reporting period]
Grantee:	Enter grantee name
Provider:	Enter provider name

Use the scale at the right to indicate how the provider assessed the implementation challenges below.		Not a Problem	Somewhat a problem	A serious problem
Implementation Challenges	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			
	Parent support or engagement			
Other				

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, already received	Not Interested	Somewhat Interested	Very Interested
Needs for Technical Assistance	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

REPORT PERIOD	[reporting period]
Grantee:	Enter grantee name
Provider:	Enter provider name
Program:	Enter program name

Program Delivery		
Number of intended program delivery hours		
Core curriculum		
Indicate which SRAE topics are addressed by this core curriculum:		Y / N
SRAE topics covered through core curriculum	<i>Teaching the benefits of:</i>	
	Advantage of refraining from nonmarital sexual activity	
	Self-regulation	
	Goal setting	
	Success sequence for poverty prevention*	
	Healthy relationships	
	<i>Resisting:</i>	
	Sexual coercion	
	Dating violence	
Other youth risk behaviors, such as alcohol, tobacco, and other drug use		

Other program elements that address SRAE topics	Are there any other program elements – such as supplemental curriculum, guest speakers, or other program activities that are not part of the core curriculum – that address SRAE topics?	
Indicate which SRAE topics are addressed through supplemental program elements:		
SRAE topics covered through supplemental program elements	<i>Teaching the benefits of:</i>	
	Refraining from nonmarital sexual activity	
	Self-regulation	
	Goal setting	
	Success sequence for poverty prevention*	
	Healthy relationships	
	<i>Resisting:</i>	
	Sexual coercion	
	Dating violence	
Other youth risk behaviors, such as alcohol, tobacco, and other drug use		

*Success sequence for poverty prevention – The three steps that young adults should take to improve the likelihood of successful economic outcomes when reaching adulthood. The steps include, but are not limited to, graduating from high school, working a full time job, and waiting until age 21 or later to get married and have children (SRAE 2019 Funding Opportunity Announcement).

Measures of Structure, Cost, and Support for Program Implementation

REPORT PERIOD	[reporting period]
Grantee:	Enter grantee name
Provider:	Enter provider name
Program:	Enter program name

Indicate which, if any, of the following youth groups are target populations for the provider's program		Y / N
Target Population	Youth in high-need geographic areas	
	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	
	Youth in adjudication systems	
	Male youth	
	Out of school or dropout youth	
	Youth in residential treatment for mental health issues	
Trafficked youth		

Measures of Attendance, Reach, and Dosage

REPORT PERIOD	[reporting period]
Grantee:	Enter grantee name
Provider:	Enter provider name
Program:	Enter program name

		Enter Count		
		Total (unduplicated)	Before COVID- 19 ^a	Since COVID -19
Reach	Enter the number of youth during the reporting period who:			
	Attended at least one program session			
	Number of middle school participants			
Program Setting	Number of high school participants			
	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			
Attendance /Dosage	Attended a session online ^b			
	Attended a session in another setting			
	Completed at least 75 percent of the scheduled program hours			

^aThe data submission portal will include hover text with the clarifying language, "Please think about the date stay-at-home orders were implemented or schools closed, etc."

^bOnline includes any programming that is facilitated online rather than by an in-person facilitator, regardless of the physical setting where participants are located.

		Y / N
Majority population	Indicate whether more than 50 percent of youth attending the program were:	
	In foster care	
	Homeless or runaway	
	Pregnant or parenting	
	In adjudication systems	

		Enter Count
Parent Involvement	Number of youth's parents and other caring adults who attended at least one program session during the reporting period	

Measures of Attendance, Reach, and Dosage

REPORT PERIOD	[reporting period]									
Grantee:	Enter grantee name									
Provider:	Enter provider name									
Program:	Enter program name									
	Cohort									
Enter a unique identifier for each cohort that received the program during this reporting period.	1	2	3	4	5	6	7	8	9	etc.
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?										
Did SRAE programming end prematurely for the cohort due to COVID-19? (Y/N)										
If programming for this cohort ended prematurely due to COVID-19, enter the number of intended program hours that was delivered to the cohort at the point implementation ended.										
Did SRAE program implementation shift from in-person to online programming for the cohort due to COVID-19? (Y/N)										
If programming for this cohort shifted to an online format, enter the percentage of participants who shifted to online SRAE programming. (If an exact percentage is not readily available, please enter your best estimate.)										