

Introduction to SRAE Performance Measures for New Grantees

November 19, 2020
3:00 – 4:30 p.m. EST

Olivia Ashley Public Strategies

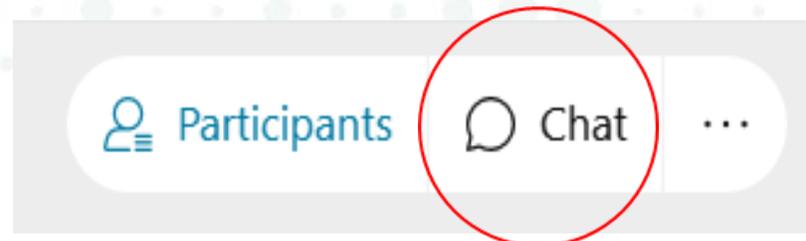
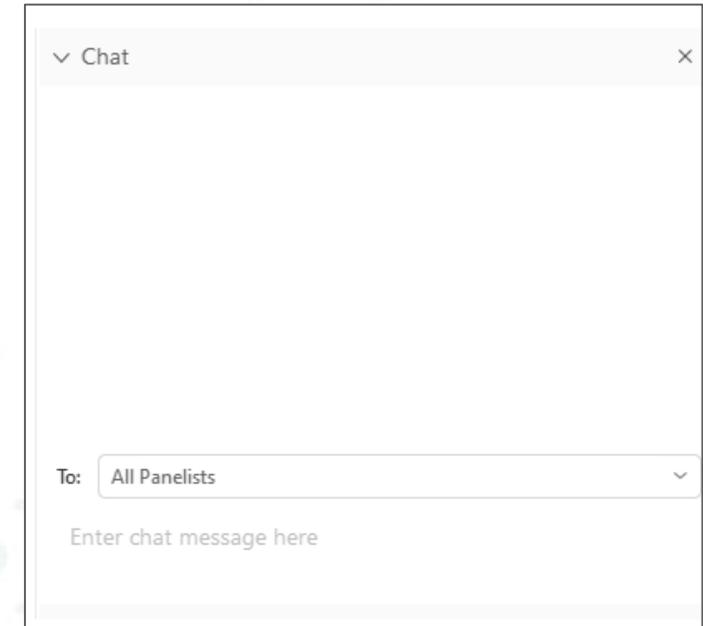
Jessica Johnson Family and Youth Services Bureau

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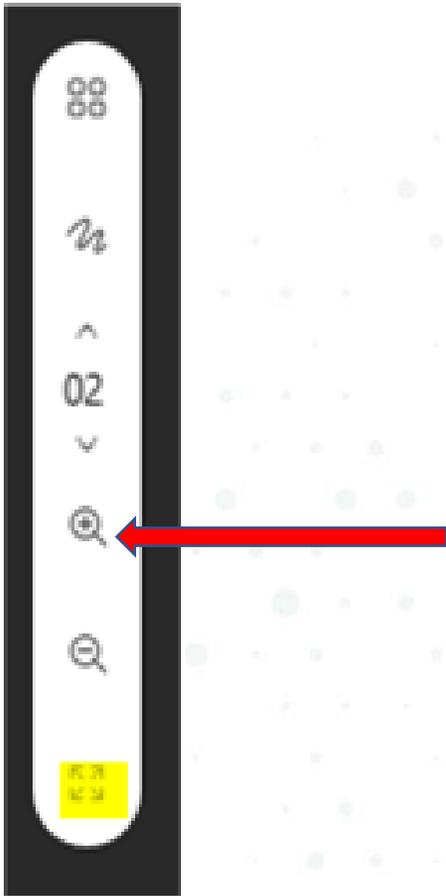
QUESTIONS AND ANSWERS

- To pose a question to the presenters, use the **chat box** and submit your question.
- Please note: only our presentation team can see your questions—not other attendees.
- If you do not see the chat box located in the panels on your screen, please select the chat icon at the bottom of your Webex window.



EXPAND WEBINAR WINDOW

- To expand your view, click on the full-screen icon in the top right corner of your window
- To exit full-screen mode, hover your mouse at the top of your screen and select the return button from the drop-down menu that appears
- To change the size of the text on the screen, hover your mouse at the left of your screen and use the + and - buttons



WEBINAR MATERIALS AND RECORDING

- The webinar materials and recording will be available on the www.sraepas.com website about one week after the webcast.
- Handouts and slides for this presentation will be available for download at the end of this webinar.

WEBINAR TECHNICAL ASSISTANCE

- If you experience technical difficulties, please call the Webex customer service number at 1-866-229-3239, Option 1.
- You can also click on the chat box to submit technical questions.

Welcome



AGENDA

- 3:00 – 3:15 Overview of SRAE performance measures
- 3:15 – 3:30 SRAE participant entry and exit survey performance measures
- 3:30 – 4:10 Grantee requirements
- Local approval process
 - Institutional Review Board (IRB)
 - Data privacy and security protocols
- 4:10 – 4:15 Resources for additional information
- 4:15 – 4:30 Q & A

POLL

Have you collected and reported performance measures for a previous grant?

- Yes
- No
- Not sure

PURPOSE OF PERFORMANCE MEASURES

- Monitor program implementation and progress
- Provide timely feedback to grantees for ongoing program improvement
- Report to FYSB, ACF, and HHS leadership



BENEFITS OF PERFORMANCE MEASURES TO GRANTEES

- Arm grantees with data to share with stakeholders
- Facilitate monitoring and continuous quality improvement
 - Monitor progress toward program goals
 - Identify training and technical assistance needs
- Provide data to advocate for continued/additional funding and sustainability

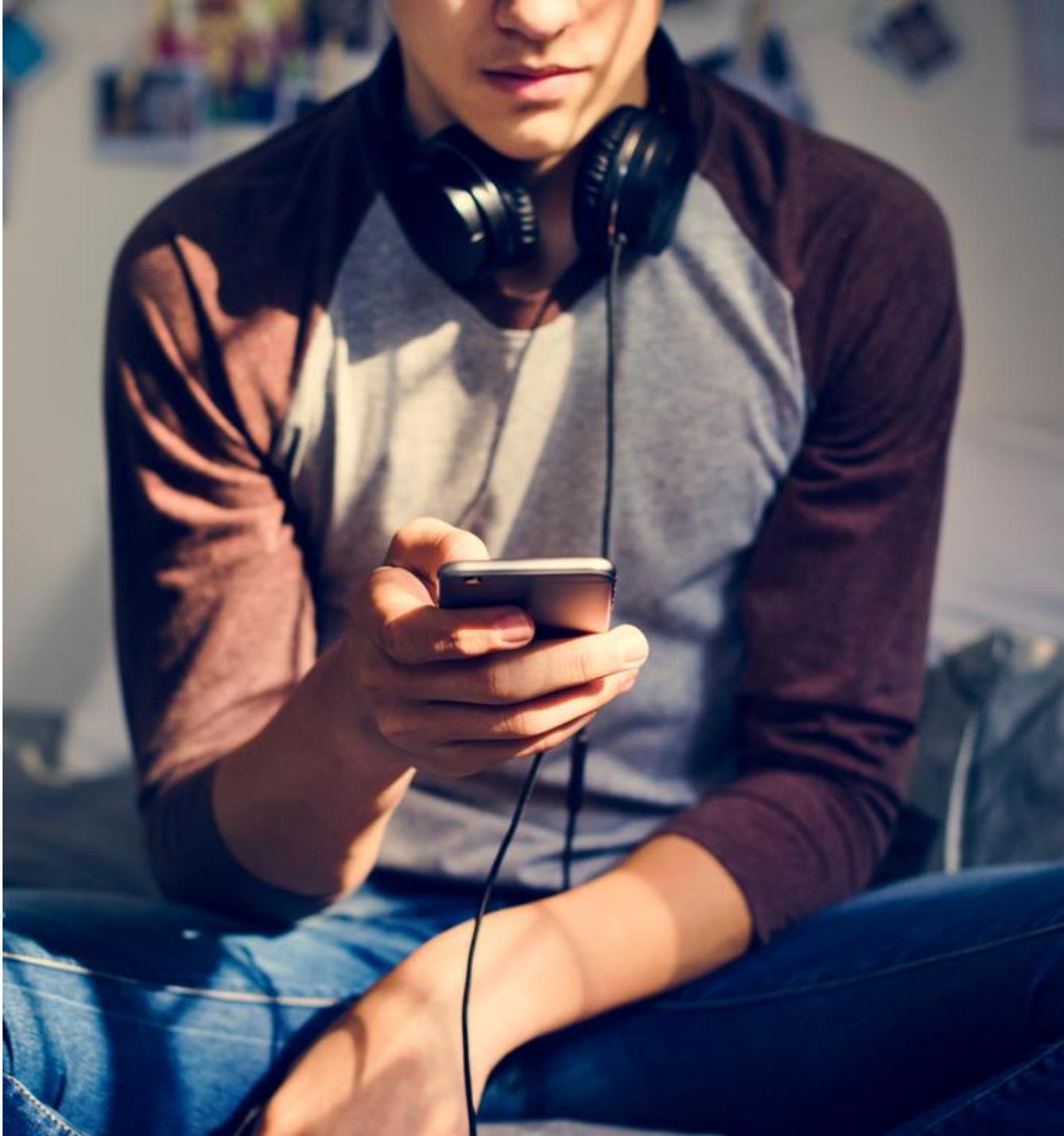


THREE CATEGORIES OF PERFORMANCE MEASURES

1. Attendance, reach, and dosage
2. Structure, cost, and support for program implementation
3. Participant characteristics, behaviors, perceptions of program effects, and program experiences

Performance management	Evaluation
<p><u>Inputs</u>: Resources that make the program possible (e.g., funding, staffing, curricula)</p>	<p><u>Impacts</u>: Difference in status of participants from what it would have been <i>in the absence of services</i> (establishes causal relationship)</p>
<p><u>Outputs</u>: Direct, tangible results of program activities (e.g., number of participants, number of hours of programming provided)</p>	
<p><u>Outcomes</u>: Status of participants after services (e.g., perceptions of the program's influence on whether to abstain from sex)</p>	

SRAE PARTICIPANT ENTRY AND EXIT SURVEYS



PERFORMANCE MEASURES COLLECTED THROUGH ENTRY AND EXIT SURVEYS

Measures	Survey
Participant characteristics	Entry and exit surveys
Participant behaviors	Entry survey
Participant perceptions of program effects	Exit survey
Participant program experiences	Exit survey

MIDDLE SCHOOL AND HIGH SCHOOL OR OLDER PARTICIPANT ENTRY AND EXIT SURVEYS

The middle school version of each survey is a subset of the questions in the high school and older version

- All SRAE program participants who are middle school age or older should complete performance measures participant surveys
- This includes participants who receive programming at non-school sites
- Survey question responses are voluntary and anonymous

PARTICIPANT CHARACTERISTICS (QUESTIONS 1-7)

- Entry and exit survey
- Middle school and high school and older

Purpose: To obtain data on the characteristics of the youth who receive SRAE programming

- Age
- Grade
- Language(s) spoken at home or with family
- Hispanic/Latino ethnicity
- Race
- Sex
- Living situation

AGE (QUESTION 1)

- Entry and exit survey
- Middle school and high school and older

Version	Response categories
Middle school	age 10 - 16
High school and older	age 10 - 20 or older

GRADE (QUESTION 2)

- Entry and exit survey
- Middle school and high school and older

What grade are you in? (If you are currently on vacation or in summer school, indicate the grade you will be in when you go back to school.)

MARK ONLY ONE ANSWER

MIDDLE SCHOOL:

- 5th, 6th, 7th, 8th, 9th
- My school does not assign grade levels
- I am not currently enrolled in school

HIGH SCHOOL:

- 9th, 10th, 11th, 12th
- My school does not assign grade levels
- I dropped out of school, and I am not working on getting a high school diploma or GED
- I am working towards a GED
- I have a high school diploma/GED but I am not currently enrolled in college/technical school
- I have a high school diploma/GED and I am currently enrolled in college/technical school

LIVING SITUATION (QUESTION 7)

- Entry and exit survey
- Middle school and high school and older

Are you currently ...?

MARK ALL THAT APPLY

- Living with family [parent(s), guardian, grandparents, or other relatives]
- In foster care, living with a family
- In foster care, living in a group home
- Couch surfing or moving from home to home
- 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 or transitional living program
- Staying in a hotel or motel
- In juvenile detention, jail, prison, or other correctional facility, or under the supervision of a probation officer
- None of the above

PARTICIPANT BEHAVIORS (QUESTIONS 8-12)

- Entry survey
- Middle school and high school and older

Purpose: To obtain data on participant behaviors related to topics in the legislative definition of SRAE, before SRAE programming

Question Numbers	Constructs
8	Alcohol, tobacco, or other substance use
9	Healthy decision-making, self-regulation, healthy relationships
10	Goal setting, focus on the future, self-sufficiency, healthy relationships
11	Healthy relationships; how to resist and avoid, and receive help regarding, dating violence and sexual coercion
12	Success sequence

PARTICIPANT BEHAVIORS (QUESTIONS 13-15)

- Entry survey
- High school and older

Purpose: To obtain data on participant behaviors related to topics in the legislative definition of SRAE, before SRAE programming

Question Numbers	Constructs
13	Sexual intercourse
14	Pregnancy
15	Sexually transmitted infection

PARTICIPANT PERCEPTIONS OF PROGRAM EFFECTS (QUESTIONS 8-12)

- Exit survey
- Middle school and high school and older

Purpose: To obtain data on participant perceptions of program effects on behaviors related to topics in the legislative definition of SRAE

Question Numbers	Constructs
8-12	Topics similar to Entry Survey “Has being in the program made you more likely, about the same, or less likely to ...”

PARTICIPANT PERCEPTIONS OF PROGRAM EFFECTS (QUESTIONS 13-14)

- Exit survey
- High school and older

Purpose: To obtain data on participant perceptions of program effects on behaviors related to topics in the legislative definition of SRAE

Question Numbers	Constructs
13-14	Participant plan and reasons to abstain

PARTICIPANT PROGRAM EXPERIENCES (QUESTION 13 OR 15)

- Exit survey
- Middle school and high school and older

Purpose: To obtain data on participant program experiences

Even if you didn't attend all of the sessions or classes in this program, how often *in this program*...

MARK ONLY ONE ANSWER PER ROW

	All of the Time	Most of the Time	Some of the Time	None of the Time
a. did you feel interested in program sessions and classes?.....				
b. did you feel the material presented was clear?.....				
c. did discussions or activities help you to learn program lessons?.....				
d. did you have a chance to ask questions about topics or issues that came up in the program?.....				
e. did you feel respected as a person?.....				
f. were you picked on, teased, or bullied in this program?.....				

PARTICIPANT PROGRAM EXPERIENCES (QUESTION 14 OR 16)

- Exit survey
- Middle school and high school and older

Purpose: To obtain data on participant program experiences

Now thinking about all youth in this program, how often...

MARK ONLY ONE ANSWER

	All of the Time	Most of the Time	Some of the Time	None of the Time
a. were any youth in this program picked on, teased, or bullied?				



GRANTEE REQUIREMENTS

PARTICIPANT ENTRY AND EXIT SURVEY ITEMS CANNOT BE CHANGED

- Items must be consistently collected across all grantees with no variation. It is an Office of Management and Budget (OMB) requirement that grantees may not make changes to:
 - Items included
 - Item wording
 - Order of items
 - Response categories
 - Skip logic
- Grantees can append their own survey items, but entry and exit survey instructions and items must come first.

OBTAINING LOCAL APPROVALS

- Grantees should share the surveys with their subrecipients first to identify any items that do not align with local implementation site policies or practices
- Based on information related to these policies and practices, grantees may request and submit a waiver form for items that do not align
 - Documentation of policies and practices must be submitted with the waiver request
- The primary goal should be to agree on one set of surveys that the majority of the grantee's partners and sites can use

QUIZ

If one of your sites says it has a policy that will not permit data collection about decisions and experiences related to sexual activity, what should you do? (Select all that apply.)

- A. Obtain a copy of the policy
- B. Request a waiver for the entire survey for that site
- C. Request a waiver for the specific items relevant to the policy

ANSWER

If one of your sites says it has a policy that will not permit data collection about decisions and experiences related to sexual activity, what should you do? (Select all that apply.)

A. Obtain a copy of the policy

AND

C. Request a waiver for the specific items relevant to the policy

CONTACTING AN IRB

Grantees must seek a ***letter of determination*** from an Institutional Review Board (IRB) about:

- Whether the performance measures must be reviewed and
- If so, what type of review will be needed

WHAT IS AN INSTITUTIONAL REVIEW BOARD (IRB)?

An administrative group that:

- Protects the rights and welfare of human subjects recruited to participate in research studies or activities
- Ensures that risks to research participants are minimal and are offset by potential gains in knowledge for the benefit of communities



RESEARCH VS. PERFORMANCE MANAGEMENT

- Performance measures data collection is for the purpose of performance management—rather than research—and therefore may be considered exempt by some IRBs
- IRBs are established and governed by different institutions
- Each IRB sets its own standards for review and decisions
- Your local IRB will determine whether performance measures are exempt or not

FINDING AN IRB

- Many organizations and school systems have internal or affiliated IRBs, so check first with:
 - Universities
 - State agencies
 - Hospitals
 - Research institutions
- External and commercial IRBs are also available
- You can search the HHS Office of Human Research Protections database to learn whether the IRB you have in mind is registered:
<http://ohrp.cit.nih.gov/search>

QUIZ

To learn whether IRB approval is needed for performance measures data collection, grantees should ask their Federal Project Officer.

- True
- False
- Not sure

ANSWER

False.

Grantees should contact an IRB to obtain a letter of determination about whether the IRB will require review and approval.

QUIZ

To find an IRB, grantees should:

- A. Check with their organization and/or partners to learn whether they have internal or affiliated IRBs
- B. Consider external and commercial IRBs
- C. Search the HHS Office of Human Research Protections database to learn whether the IRB they have in mind is registered: <http://ohrp.cit.nih.gov/search>
- D. All of the above

ANSWER

To find an IRB, grantees should:

- A. Check with their organization and/or partners to learn whether they have internal or affiliated IRBs
- B. Consider external and commercial IRBs
- C. Search the HHS Office of Human Research Protections database to learn whether the IRB they have in mind is registered: <http://ohrp.cit.nih.gov/search>
- D. All of the above**

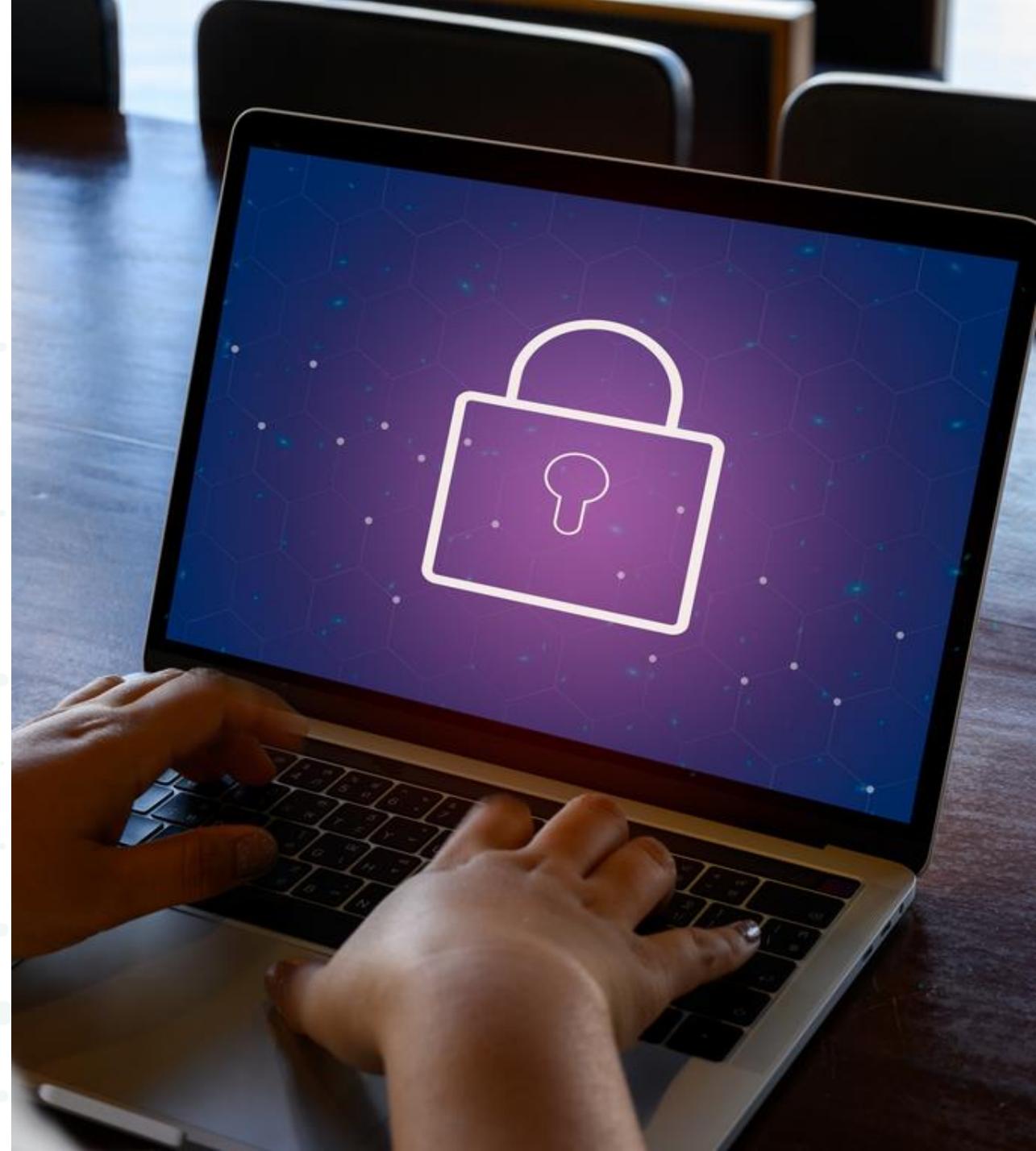
DATA PRIVACY AND SECURITY PROTOCOLS



GOAL

Secure all data

- Personally identifiable information (PII)
- Participant data
- Sensitive organizational performance measures data



ACCESS TO DATA

- Identify who will have access to the data, based on a need to know
 - For example, facilitators may collect attendance data, but may not need access to entry and exit survey response data
 - Staff responsible for data collection, data entry or scanning, and submission through the Portal will need access to the data
- Require signed staff confidentiality agreements

HARD COPY DATA STORAGE

- Use a locked cabinet
- Separate survey responses from any PII by:
 - Not collecting PII on surveys
 - Collecting and recording PII separately (e.g., a roster) and using identification numbers on surveys
 - Keeping completed surveys in a separate filing cabinet from rosters, consent/assent forms, and attendance sheets



ELECTRONIC DATA STORAGE

- Use password-protected shared drives
- Grant access only to authorized staff with signed confidentiality agreements
- Store in the cloud as long as data are encrypted, password-protected, and accessed only on authorized computers with password protection
- Keep survey response data separate from any PII

LOCAL HARD COPY DATA TRANSMISSION

- When data collectors send completed surveys to the grantee organization and/or local evaluator:
 - Ship PII separately from survey responses
 - Send in packages marked confidential
 - Require an authorized signature and show of picture identification before receipt
 - Obtain tracking number to follow up if data are not received
- Data submission to FYSB will not involve hard copies

LOCAL ELECTRONIC DATA TRANSMISSION

- When data collectors send completed surveys to the grantee organization and/or local evaluator:
 - Use encrypted e-mail, CDs, or jump drives
 - Follow same protocols for shipping hard copy data when shipping CDs or jump drives
 - Transmit passwords separately from data
- Data submission to FYSB will be through the SRAE Performance Measures Portal

QUIZ

Staff should have access to the data:
(Select all that apply.)

- A. Only if they do not personally know the youth's family members
- B. Only if they need to know the contents of the data
- C. Only after they sign a staff confidentiality agreement

ANSWER

Staff should have access to the data:

- B. Only if they need to know the contents of the data
and
- C. Only after they sign a staff confidentiality agreement

QUIZ

Completed hard copy entry and exit surveys must be stored together with signed consent forms and attendance sheets.

- True
- False
- Not sure

ANSWER

False.

Completed hard copy surveys must be stored in a separate locked filing cabinet from PII.

PERFORMANCE MEASURES DATA SUBMISSION SUMMARY

Measures	Frequency of submission	Period covered by data	First submission window for new SRAE grantees
Participant characteristics, behaviors, perceptions of program effects, and program experiences (entry and exit survey data)	Biannually	Six months (January 1 through June 30, 2021)	July/August 2021
Attendance, reach, and dosage	Biannually	Six months (January 1 through June 30, 2021)	July/August 2021
Structure, cost, and support for program implementation	Annually	Federal grant year (e.g., October 2020 through September 2021)	July/August 2021



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Performance Measures Definitions and Guidelines

-  Measures of Attendance, Reach, and Dosage [Download File](#)
-  Measures of Structure, Cost, and Support for Program Implementation [Download File](#)
-  SRAE Participant Entry and Exit Surveys Measures Guide [Download File](#)
-  SRAE Performance Measures Data Privacy and Security Requirements [Download File](#)



Below are training materials for collecting and reporting SRAE PAS performance measures. Measures include structure, cost, and support for implementation; attendance, reach, and dosage; and participant characteristics, behaviors, perceptions of program effects, and program experiences. To submit your performance measures data to ACF, access the Performance Measures Portal during the data collection window.

Submitting Data to the SRAE Performance Measures Portal in Summer 2020 – September 2, 2020 (Originally held on June 24, 2020) +

Sexual Risk Avoidance Education (SRAE) Guidance for Obtaining Partnership Buy-In and Approval for Performance Measures - July 22, 2020 +

SRAE Performance Measures: Updates to Participant Entry and Exit Surveys - July 8, 2020 +

Online Survey Data Collection for SRAE Performance Measures Data - May 27, 2020 +

SRAE Implementation Measures and Summer 2020 Reporting Requirements - January 30, 2020 +

Human Subjects and Privacy Protections for SRAE Performance Measures Data - January 23, 2020 +

SRAE Performance Measures Important Information and New Timeline for Data Collection – December 11, 2019 +

UPCOMING TECHNICAL ASSISTANCE EVENTS

Event	Timeline	
Webinar	December 3, 2020 (3–4:30 p.m. EST)	SRAE Performance measures survey data cleaning in preparation for submission
Webinar	December 9, 2020 (3–4:30 p.m. EST)	Updates to SRAE implementation performance measures
Office hours	December 15, 2020 (3–4:30 p.m. EST)	Reviewing and uploading survey data (for evaluators and data submission staff)
Webinar	January 14, 2021 (3–4:30 p.m. EST)	Submitting data to the SRAE Performance Measures Portal

QUESTIONS AND ANSWERS



RESOURCES AND ADDITIONAL INFORMATION

- Additional information about the SRAE performance measures is available at www.sraepas.com.
- For further support, contact Public Strategies at SRAEperformancemeasures@publicstrategies.com or call toll-free 833-797-0166.