

YOUTH EXPERIENCE SURVEY (YES) READINESS ASSESSMENT PREVIEW

THE ANNIE E. CASEY FOUNDATION

DESCRIPTION

The Youth Experience Survey Readiness Assessment will help communities determine their capacity for successfully deploying the survey. The readiness assessment helps communities identify what they need to successfully deliver and use this beneficial survey. Specifically, this assessment describes the community engagement needed to support the Youth Experience Survey (YES), the population that would benefit from taking the survey and the resources needed to organize, obtain permissions, conduct, analyze and report the survey's findings in a way that benefits the community. This document gives you a preview of the questions you will answer during the assessment.

We collect the following identifying information to provide assistance with this assessment. This information will not be shared outside the Foundation.

First Name	Last Name
Organization	Title/Role
Community Name	
Email Address	

INSTRUCTIONS FOR COMMUNITIES INTERESTED IN THE YOUTH EXPERIENCE SURVEY

Please use the [online assessment](#) to answer 14 questions, which are listed below. Your answers will help gauge your community's preparedness for using the YES.

If you answer "no" to a question, the assessment will provide feedback about where to find more information and how to work toward readiness to administer the YES. We encourage you retain a copy of your responses to have a record of your responses and the suggested resources.

Using the resources and the guidance they provide, please retake the readiness assessment until you can answer "yes" to all 14 questions. At that point, you will be ready to use the survey in your community.

COMMUNITY ENGAGEMENT

- **Q1:** Do you have a group of community leaders who are invested in creating community support for the Youth Experience Survey?
- **Q2:** Does your community have specific goal(s) for the use of the survey data? (For example: fostering discussion about strengths and challenges of the community, pinpointing which programs may best help the community, using data for funding applications for the programs)
- **Q3:** Do you plan to engage young people before, during and after Youth Experience Survey implementation to help plan, conduct and use the results of the Youth Experience Survey?
- **Q4:** Have you identified youth leaders to support in promoting Youth Experience Survey implementation at each survey location?
- **Q5:** Do you plan to engage young people to support in data analysis conducting focus groups to add additional context for what you are seeing in the data, for example)?

POPULATION SURVEYED

- **Q6:** Do you have a population of youth who will represent your community and complete this survey? (Most often, the Youth Experience Survey is completed by sixth to 12th graders in a school setting, although it can be completed by a group organization such as a Boys & Girls Club.)
- **Q7:** Do you have access to this population of youth (e.g., good support from the superintendent and principals of the schools, or the director and leaders of the community agency where youth gather)?

STAFF RESOURCES

- **Q8:** Do you have an organization to sponsor and oversee the Youth Experience Survey?
- **Q9:** Do you have local staff who can serve as the project manager for the survey? (For example, staff who can contact principals and counselors, send consent forms and surveys and check them for completeness. This requires several calls, emails and meetings for each site, involving an estimated 5–10 hours per site.)
- **Q10:** Are there staff and community leaders to review and approve the survey prior to administration (e.g., removing any questions that may not be acceptable to your community)?
- **Q11:** Are there staff and community leaders who can help discuss and translate the survey's findings into actionable tasks for reaching your goals?

- **Q12:** Do you have an ethics review board to review the survey for your community and the procedure for parental consent? (We will give you sample consent forms and procedures. However, these need to be reviewed for use in your community. Institutional Review Boards exist at most colleges and universities and research firms. We recommend that you partner with a researcher in one of these institutions to have the survey and consent procedure reviewed for your community. You will have to upload your approval letter from an Institutional Review Board and your community — e.g., a school superintendent — as well as the parental consent documents.)
- **Q13:** Do you have staff with data experience who can report the survey's results to various interested constituents (e.g., principals, superintendents, mayors, pediatricians, parents and local media)?
- **Q14:** Do you have staff who can lead a meeting to discuss the data and the strengths and challenges revealed by them; the match between these findings and your community's goals; and the action items resulting from the survey (e.g., selecting programs to address challenges and applying for funding)?