

## **Developmental Assets Profile Pre/Post Survey Guidance – CYD FY22**

### About the DAP:

The [Developmental Assets Profile \(DAP\)](#) is a reliable and valid assessment of the strengths, supports, and social-emotional factors that are essential for young people’s success in school and life. The DAP grows out of years of research with millions of young people and is based on the [Search Institute’s 40 Developmental Assets Framework](#), which is a set of 40 positive supports, opportunities, and relationship qualities young people need across all aspects of their lives (called “external assets”) and personal skills, social emotional strengths, self-perceptions, and values they need to make good choices, take responsibility for their actions, and be independent (called “internal assets”).

### CYD FY22 DAP Requirements:

All CYD staff will take the [40 Developmental Assets and Developmental Relationships training](#), establishing a foundational understanding of both these frameworks and ways to use them to foster positive youth development in CYD participants. Additionally, each CYD program will be intentionally designed and built to promote the growth of these 40 Developmental Assets in Youth, as outlined in each programs Project Work Plan, where program activities and objectives will be aligned with specific assets promoted.

Each program year, youth will take the DAP survey upon beginning their participation in the CYD program, and will take the DAP again as they near the end of their participation in CYD for the program year. This pre-post survey model will seek to measure Developmental Assets gained through their participation in CYD programming. Overall DAP results for each CYD program must be used to guide efforts to align program designs with Developmental Assets identified to benefit from strengthening.

### Guidance for administering the DAP:

Developmental Assets Profile User Guide: <https://www.search-institute.org/wp-content/uploads/2018/01/DAP-User-Guide-1-2016.pdf>

### Survey Implementation

CYD youth should take the pre-survey within their first month of service (e.g. during intake/assessment process, or during their 1<sup>st</sup> or 2<sup>nd</sup> CYD activity), and take the post-survey during their last month of service. Youth will be able to take the survey online at a unique link provided by the Search Institute after your program purchases the DAP. Youth can also take a paper version of the survey, however this is not advised on a large scale, as program staff will then need to manually enter responses to the 58-question survey. CYD grantees should develop a system (i.e. spreadsheet) for tracking Youth completion of the pre and post survey. Only youth 10 and older are required to take the DAP pre and post survey.

### Unique Identifier

Each survey respondent will need to be assigned a unique youth identifier, to allow tracking responses while also maintaining a level of anonymity. When taking the survey, it is critical youth are given their unique youth identifier to enter on their survey. This unique youth identifier will be as follows: *First Initial/Last Initial/Birthday (MMDDYY)*. For example, if Bart Simpson’s birthday is February 23, 2004, his unique youth identifier would be: BS022304.

### DAP Purchasing Guidance:

Each CYD Grantee will need to purchase enough DAP surveys to administer to all of their enrolled CYD youth participants ages 10 and up. See the *“Updated Budget Guide for CYD Survey FY22”* document for information on purchasing the survey, determining costs, and coordinating with the Search Institute. When purchasing the survey, it is critical that each grantee note “CYD/PEI – Instant DAP” on the order form, so the Search Institute will be able to properly coordinate with you and PEI to properly set up your survey link. Please note that while grantees will budget for enough pre and post surveys to be administered to all annual youth served, the Search Institute will only invoice Grantees for the number for actual youth surveys taken at the end of the program year.

### FAQs:

**Q:** If my CYD program utilizes subgrantees to deliver CYD programming, will there an option to select which subgrantee program the CYD youth participates in when completing the survey?

**A:** If you would like the option for youth to select which specific subgrantee or CYD program they participate in when taking the survey, the Search Institute can develop a dropdown menu of subgrantee programs for youth to select from, for an additional cost of \$50 per subgrantee. When purchasing your survey, you will need to indicate “need dropdown menu” in the notes section of the order form, and include the names of subgrantee or CYD programs so the Search Institute can properly add these program names to the dropdown menu.

**Q:** Do I need to print a copy of each youth’s pre and post survey to keep in their case file?

**A:** No, Grantees will not be required to print each individual youth survey to keep in their case file. However, if youth case file documentation is requested by PEI (e.g. if you are monitored by PEI), you will need to print and include a copy of the survey “live” roster in the youth case file when submitting for review, highlighting the youth selected to indicate whether they took the survey. The “live” roster is a list of surveys administered that will update with every survey completed, and is provided by the Search Institute when purchasing the survey. If grantees would like to print individual youth surveys, this can be done by accessing the 'instant' dashboard summary of the survey results, which is updated after each youth has taken the survey.

**Q:** Will CYD programs be required to enter DAP scores into PEIRS?

**A:** In FY22, CYD programs will not be required to enter DAP scores into PEIRS but may be required to do so in future grant years. PEI will notify CYD grantees if this guidance changes and CYD grantees are required to enter scores into PEIRS in the future. Survey scores are housed in the Search Institute database, which is done automatically when youth complete the survey.

**Q:** Do youth need to take a separate survey if they participate in multiple CYD programs? For example, if a youth participates in a CYD post high school readiness program in the fall provided by Subgrantee A, a CYD academic support program in the spring provided by Subgrantee B, and a CYD summer recreational program provided by Subgrantee C, would they need to complete 3 separate surveys that year?

**A:** CYD youth are only required to take 1 pre and 1 post DAP survey per program/fiscal year (Sept-Aug). However, taking multiple surveys will only give additional data to CYD grantees on assets gained and targeted through different aspects of their CYD participation.

**Q:** When ordering the survey, which survey options do I select to purchase?

**A:** On the [Search Institute Order Form](#), you will select the “Developmental Assets Profile (DAP)”, purchasing the Site Report (x2 for pre and post) and Individual Data File (x2 for pre and post). You’ll get access to the survey link, an ‘instant’ dashboard of survey results updated after each youth completes a survey, a data file with raw individual data responses for comparing pre/post outcomes according to their unique identifier, and a report of survey results once all pre and post surveys have been administered.

**Q:** How will the Search Institute invoice for the costs of surveys?

**A:** After September 1<sup>st</sup>, 2021, CYD grantees will be able to submit a survey order form to the Search Institute, indicating how many youth pre and post surveys they plan to administer in the upcoming year. See the “updated budget guide for CYD Survey FY22” for guidance on determining and calculating these projected costs. When this order form is submitted, the Search Institute will contact each Grantee to confirm the details of their survey order. When grantees are provided the initial links to the pre and post survey, the Search Institute will invoice each grantee for the cost of just the survey links (\$400 for pre, and \$400 for post). Then, at the end of each program year after all pre and post surveys have been administered, each Grantee will contact the Search Institute to inform them that all surveys have been administered for the year. Once the Search Institute receives this notice, they will close the survey links, wrap up the data and send each Grantee a survey report, as well as invoice Grantees for the actual number of surveys taken. So if your site budgeted for all 1000 of your annual youth served to complete the pre and post survey, but only 800 youth take the surveys, then Grantees will only be invoiced by the Search Institute for those 800 youth who actually completed the survey. PEI will work with grantees during the “Mid-Year Budget Review” process each Spring to determine any lapse projected for surveys budgeted versus taken, to ensure the maximization of CYD funds. If you have any questions or concerns about budgeting for FY22 survey costs, please contact your PEI Program Specialist and Contract Manager, and we can staff individually to problem solve any anticipated challenges.

**Q:** Why do I need to purchase 2 different surveys?

**A:** As outlined in the “updated budget guide” document, each CYD grantee will need to purchase separate links for the pre and post test. Having separate links will enable CYD programs to more easily distinguish and compare individual pre and post survey results.

**Q:** Is the DAP survey available in languages other than English?

**A:** Yes, the DAP is also available in Spanish. Please inquire with the Search Institute for information on additional languages available if needed.

**Q:** Is the DAP survey appropriate for all youth ages? Are there different surveys for different ages?

**A:** CYD youth ages 6-9 are not required to take the DAP, only Youth ages 10 and older should take the DAP survey for CYD. The DAP is appropriate for all youth ages 8-18, 4<sup>th</sup> grade through 12<sup>th</sup> grade.

**Q:** Are any of our CYD Outputs or Outcomes related to the DAP pre and post survey?

**A:** Yes. Output 5 requires at least 60% of Index Youth will complete a matching pre-service and post-service survey, and Outcome 3 requires at least 75% of Index Youth improve in at least one domain or area of the survey.

**Q:** How long does it take to complete the DAP survey?

**A:** On average, 10 minutes.