

Updated Budget Guide for CYD DAP Survey FY22

CYD Survey Tool FY22-FY26:

PEI has chosen to utilize the [Developmental Assets Profile \(DAP\)](#) survey to measure the internal strengths and external supports of young people in CYD and their change in key areas after participating in the CYD program.

The survey will allow PEI to measure assets of a program participant, the change of assets during participation, and ultimately the impact of the CYD program. Additional research information and links to order the survey can be found here: <https://www.search-institute.org/surveys/choosing-a-survey/dap/>

Budget Guidance for purchasing the DAP:

When completing the [Search Institute Order Form](#), CYD Grantees will need to select the “Developmental Assets Profile (DAP)”, purchasing the Site Report (x2 for pre and post) and Individual Data File (x2 for pre and post). The total cost of implementing the DAP will depend on the annual number of youth served in your CYD program. If your program chooses to create a dropdown menu so youth can select which subgrantee program they are participating in (*optional - additional cost of \$50 per subgrantee program*), you will need to indicate “need dropdown menu” in the notes section of the order form, and include the names of subgrantee programs so the Search Institute can properly add these programs to the dropdown menu. Please include “CYD/PEI – Instant DAP” in the notes section of the order form.

The tools below can help you determine and budget for your total survey cost. **The Grantee is responsible for working with the Search Institute to pay for surveys and coordinate receiving reports.**

Costs as of 08/21:

The costs below have been obtained from the Search Institute.

Item	Cost
Site Report	\$250 (x2 for pre and post)
Individual Data File	\$150 (x2 for pre and post)
First 100 Pre-Surveys	No charge (included)
First 100 Post-Surveys	No charge (included)
Additional Pre-Surveys	\$2 per youth Pre-survey
Additional Post-Surveys	\$2 per youth Post-survey
Aggregate Report	<i>(optional, not required)</i>
<i>Dropdown menu of subgrantee programs (optional)</i>	<i>\$50 per subgrantee (optional)</i>

Calculation:

Before beginning, please locate your contracted number of annual youth served. You will need this information to complete your calculation.

Annual Youth Served:

$$\text{Annual Youth Served} - 100 = \text{Additional Youth Served}$$

$$\text{Additional Youth Served} \times \$2 = \$\text{Additional Pre-Survey Cost}$$
 (cost of additional pre-surveys beyond 100 included)

$$\text{Additional Pre-Survey Cost} + \$400 = \text{Pre-Survey Costs}$$
 (cost of \$250 Site Report and \$150 Individual Data File for pre-surveys)

$$\text{Pre-Survey Costs} \times 2 = \text{Total Pre and Post-Survey Costs}$$
 (total cost of pre and post-surveys).

(optional dropdown menu costs) total cost + \$50 per subgrantee

Be sure this total projected cost is included in your 2030.

Example:

Annual Youth Served:

$$1500 - 100 = 1400$$

$$1400 \times \$2 = \$2800$$
 (cost of additional pre-surveys beyond 100 included)

$$\$2800 + \$400 = \$3200$$
 (cost of Site Report and Individual Data File for pre-surveys)

$$\$3200 \times 2 = \$6400$$
 (total cost of pre and post surveys).

(including optional dropdown menu costs) + 3 subgrantees at \$50 each =

Below is a screenshot of the order form, with an example for a program serving 1500 youth annually, and requesting a dropdown menu for 3 subgrantees.



Survey Services Order Form

Email to Survey Services (surveys@search-institute.org), or Fax to 612.692.5553

Customer Service Phone 877.240.7251

Order Date: 9/1/21

Estimated Survey Administration Date: 10/1/21

Survey Contact Person

Name: Homer Simpson

Title: Program Director

Organization Name: CYD Springfield

Street Address: 742 Evergreen Terrace

City, State, Zip Code: Springfield, TX 70901

Phone: 555-555-5555

Email: homer@dohmail.com

Billing Contact Person

Name: Dan Gillick

Title: Accountant

Organization Name: CYD Springfield

Street Address: 742 Evergreen Terrace

City, State, Zip Code: Springfield, TX 70901

Phone: 555-555-5555

Email: dg@dohmail.com

This contact is responsible for administration of the survey and will be emailed all survey information.

Are you willing to be part of a network of organizations using Search Institute surveys to have access to and be a resource to other organizations around the topics of surveys and data utilization? Yes No

Sites Please list the names of each site i.e.: location, organization, or school. Every site named below will need a separate site report. A site report requires a minimum of 50 youth for A&B and 30 youth for DAP, YAPS, or REACH. If more than four sites are required; please attach a list.

Site 1: _____

Site 3: _____

Site 2: _____

Site 4: _____

Online Survey	Developmental Assets Profile (DAP)		Youth and Program Strengths (YAPS)		REACH		Attitudes & Behaviors (A&B)		Subtotal
	Price	Quantity	Price	Quantity	Price	Quantity	Price	Quantity	
Site Report <i>(including up to 100 youth surveys)</i>	\$250	x 2	\$300	x	\$300	x	\$400	x	\$ 500.00
Per survey cost for youth surveys in excess of 100	\$2.00	x 2,800	\$2.50	x	\$2.50	x	\$3.50	x	\$ 5,600.00
Aggregate Report <i>(encompassing multiple sites)</i>	\$250	x	\$300	x	\$300	x	\$400	x	\$ 0.00
Individual Data File <i>(one CSV file of all youth surveyed)</i>	\$150	x 2	\$150	x	\$150	x	\$150	x	\$ 300.00
Do you need an identifier field?	N/C		N/C		N/C		N/A	N/A	0.00

Estimated Total Cost: \$ 6,400.00

Deposit due at time of order is equal to the subtotal of site reports: \$ 500.00

Other Notes "CYD/PEI - Instant DAP" - Need Dropdown Menu for 3 subgrantees. Subgrantee A B & C