PREP Performance Measures

An Introduction for New Grant Recipients

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Presented by Mathematica

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Welcome and introductions

On the webinar today

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Agenda

- **Why the PREP performance measures matter**

- **An overview of the performance measures**

- **Preparing to collect participant survey data**

- **A deep(er) dive into surveys**

- **Optional data recording tools and resources**

- **Q&A**

Why the PREP performance measures matter

- **Performance measures data are powerful tools**

  - **Demonstrate grantees' success in meeting program objectives**
    - Collect data uniformly across grantees
    - Enable ACF's internal reporting to the Office of Management and Budget
    - Justify continued funding

  - **Inform ACF of progress, challenges, and successes**
    - Support your success
    - Strengthen the field

  - **Allow for continuous quality improvement**
    - Identify the strengths of your program
    - Illuminate the areas with the most potential for growth and improvement

Between the 2013–14 program year and the 2022-23 program year, PREP grantees have supported …

325 to 472
providers per year

434 to 544
programs per year

1,386 to 3,545
facilitators per year

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Between the 2013–14 program year and the 2023-24 program year, PREP grantees have delivered programming to more than ...

1,133,000

young people

An overview of the performance measures

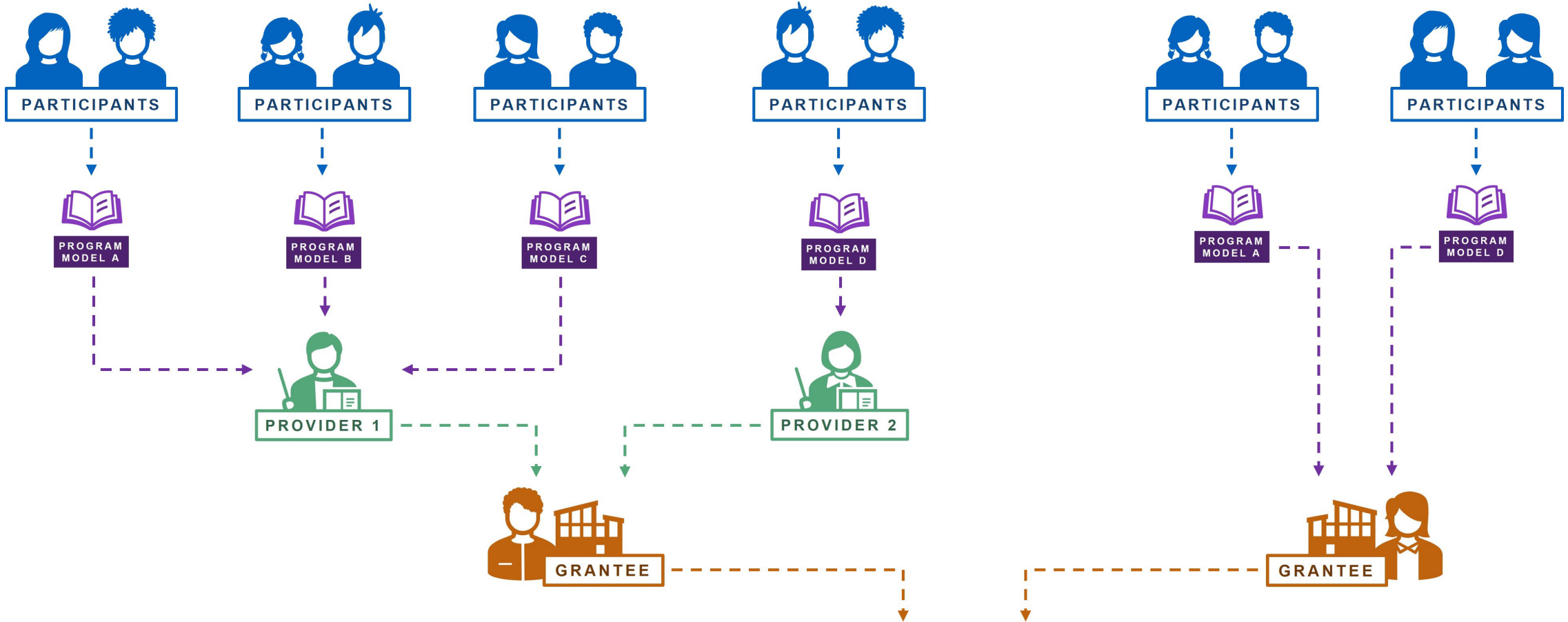# The purpose of the performance measures

RESEARCH

PERFORMANCE MANAGEMENT

What a grant recipient is responsible for

Where the Data Come From

The 3 Categories of Performance Measures

- **Structure, cost, and support for program implementation**

- **Attendance, reach, and dosage**

- **Participant characteristics, behaviors, program experiences, and perceptions of program effects**
  - Entry survey data for youth beginning programming
 - Exit survey data for youth ending programming

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Measures of Structure, Cost, and Support

GRANT

- **PREP grant funding**
- **Grantee staffing**
- **Observations, technical assistance, and training**

PROVIDER

- **Provider funding**
- **Provider staffing, training, and observations**
- **Implementation challenges and needs for technical assistance**

PROGRAM MODEL
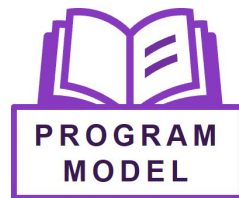
- **Intended delivery hours**
- **Target populations**

Measures of Attendance, Reach, and Dosage

- **Attendance**
  - Number of youth who attended at least one session: overall, by grade grouping, and by setting

- **Reach**
  - Whether at least 50 percent of youth served were from a specific, vulnerable population (e.g., foster care)

- **Dosage**
  - Number of youth completing at least 75% of intended program hours
  - Number of program hours intended and delivered for each cohort
  - Number of completed cohorts

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Measures of Participant Characteristics, Behaviors, Program Experiences, and Perceptions of Program Effects

- **Entry survey**

  - Demographics

  - Behaviors

- **Exit survey**

  - Demographics

  - Program experiences

  - Perceptions of program effects on sexual risk behaviors and preparation for adulthood

How the Process Works

- **Grantees and program providers submit data through a secure online system**

- **The grant recipient is ultimately responsible for ensuring provider level data is submitted on time**

- **When submission is complete, the data files are:**

  - **Reviewed for incomplete or missing data**

  - **Used to display results in the dashboard**

  - **Used for analyses, including:**

    - Aggregating data across grantees

    - Comparing findings across years
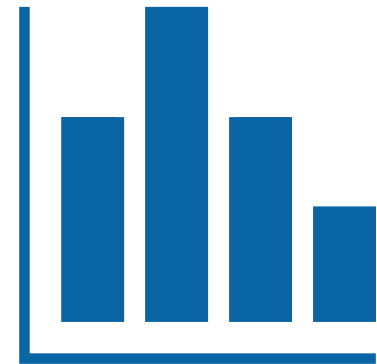
The Data Collection and Submission Schedule

Measures to be collected	Frequency of submission	Data collection period	Data submission period
Structure, cost, and support	Annually	• October 1– September 30	• July/August
Attendance, reach, and dosage	Biannually	• January 1 – June 30 • July 1 – December 31	• July/August • January/February
Participant characteristics, behaviors, program experiences, perceptions of program effects	Biannually	• January 1 – June 30 • July 1 – December 31	• July/August • January/February

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First data submission for new grants: Summer 2025

- **Begin collecting performance measures data on January 1, 2025**

- **Submit performance measures data for the first time in July 2025**

  – The summer data submission window typically opens the first week of July.

Summer Data Submission Window (typically, July-August)
• **Structure, cost, and support**   – Data covering the entire federal grant year, from October 1 to September 30
• **Attendance, reach, and dosage**   – Data collected January 1 through June 30
• **Participant characteristics, behaviors, program experiences, perceptions of program effects**   – Data collected January 1 through June 30

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An example of What We Can Do with the Data

PREP Performance Measures 2017-2021: Interactive Brief

- Developed from the PREP Performance Measures

- Available online at
  - the OPRE website

    [PREP Performance Measures 2017–2021: Interactive Brief | The Administration for Children and Families (hhs.gov)](#)

Preparing to collect participant survey data

Working with partners

Survey requirements

Institutional Review Boards (IRBs)

Working with local partners

- **Immediately share surveys with subrecipients and partners**

  - FYSB letter to encourage partner participation

    [**Letter for Partners**](#)

- **Ask partners about any local approvals necessary for data collection**

  - Types of approvals can vary by location

  - Begin these conversations with partners as early as possible

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Survey content

- **Survey content must be consistently collected across all grant recipients**

- **The Office of Management and Budget (OMB) requires that grantees not make any changes to:**

  – Items included

  – Item wording

  – Order of items

  – Response categories

  – Skip logic

Adding survey content

- **Grantees may add their own survey questions**

- **OMB-approved survey questions <u>must come first</u>**

- **The following language must be placed <u>after</u> the OMB-approved survey questions and <u>before</u> any added questions:**

  - *The questions above are part of a national effort to measure whether programs meet their goals. It is sponsored by the U.S. Department of Health and Human Services. The next questions are not part of this national effort.*

Working with an Institutional Review Board (IRB)

- **An IRB is an administrative body charged with**

  – Protecting the rights and welfare of human subjects who are recruited to participant in research activities

  – Ensuring that risks to research participants are minimal and offset by potential gains in knowledge for the benefit of communities

- **IRBs review research projects to assess whether or not IRB approval is necessary and appropriate**

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IRB Review

- **IRB approval is typically required for research projects in which:**

  – Data are collected through intervention or interaction with people

  – Personally identifiable information (PII) is collected

  – Sensitive personal questions are asked

  – Data will be analyzed for research reports

  – Results will be disseminated to a broader audience

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Performance management versus research

- **The purpose of the performance measures data collection is <u>performance management</u>, not research**

  – Some IRBs may consider the performance measures surveys exempt from review

- **IRBs are established and governed by different institutions**

  – Each IRB sets its own standards for review

  – Your local IRB will determine whether your data collection is exempt

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Approach to IRB approval

- **Continuing grantees with preexisting IRB approval for performance measures data collection**

  - Comply with IRB requirements for notification of changes

- **Newly funded grantees**

  - Determine whether approval is needed from your local IRB

  - If required, IRB approval must be obtained before you administer surveys

Determining if IRB approval is necessary

- **Identify the local IRB**
  - Check with your partner organizations
  - Search the database of the HHS Office of Human Research Protections: http://ohrp.cit.nih.gov/search

- **Determine whether your local IRB requires an approval to collect performance measures data**

- **Seek a Letter of Determination from the IRB addressing:**
  - Whether the performance measures must be reviewed
  - If yes, what type of review will be done

Actions IRBs may take

- **Determine if performance measures are exempt from review**

- **Require an expedited review (by a subset of the IRB committee)**
  - Faster
  - Requires less information

- **Require a full review**
  - Slower
  - Requires more information about data collection activities

IRB timelines

- **The IRB review process varies depending on the IRB and the type of approval**

  – Full reviews take longer than expedited reviews

- **Ask your IRB:**

  – How often they meet to review studies

  – When materials need to be submitted

  – How much time to allow for approval

Information typically required for IRB applications

- Rationale and purpose of the data collection

- Number of participants to be recruited, and their characteristics

- How prospective participants will be contacted and selected

- What will be expected of participants

- Procedures for obtaining informed consent, if applicable

- How data will be collected and maintained

- Risks and benefits of data collection

- Safeguards to minimize risks

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Documents typically required for IRB applications

- **Recruitment materials**

- **Memoranda of understanding with partner organizations**

- **Consent and assent forms, if applicable**

- **Data collection instruments**

- **Survey administration script**

- **Staff confidentiality agreement**

- **Any IRB-specific submission forms**

What to expect after IRB submission

- **After reviewing your application**

  – The IRB might ask for more information or changes to your data collection forms

  – If no additional clarification or changes are required, IRB will grant approval

    - *Keep the approval form for your records*

- **IRBs typically require approval to be updated annually**

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A deep(er) dive into surveys

Entry and exit surveys

- **Two versions each of the entry and exit surveys**

  - State and Competitive PREP: high school and older
  - State and Competitive PREP: middle school

- **Middle school versions exclude items on sexual behaviors and intentions**

- **Surveys are available on the website for download**

  Data Collection | PREP Performance Measures

Survey version breakdown

Measures	Survey	Version	
		State PREP and Competitive PREP	
		Middle school	High school and older
Participants' characteristics	Entry and exit	✓	✓
Participants' behaviors	Entry	limited	✓
Participants' perceptions of program effects	Exit	limited	✓
Participants' program experiences	Exit	✓	✓

Participants' characteristics

- **Collected in entry and exit surveys**

  - Age

  - Grade

  - Sex

  - Language(s) spoken at home

  - Hispanic/Latino ethnicity

  - Race

  - Living situation

Participants' behaviors

- **Collected in entry survey**

- **Attitudes, beliefs, and behaviors related to the six Adulthood Preparation Subjects (APS)**

  – Adolescent development
  – Educational and career success
  – Financial literacy

  – Healthy life skills
  – Healthy relationships
  – Parent-child communication

- **Sexual behaviors**

  – Sexual intercourse
  – Recent sexual partners

  – Condom and birth control use
  – Pregnancy and sexually transmitted infections (STIs)

Participants' perceptions of program effects

- **Collected in exit surveys**

- **Participants' perceptions of the program's effects on their likelihood of engaging in behaviors related to the six Adulthood Preparation Subjects**

- **Participants' perceptions of the program's effects on their intentions about planning to abstain from sexual intercourse for at least the next three months**

- **Participants' perceptions of the program's effects on their likelihood of**

  – Having sexual intercourse in the next three months

  – Using (or asking a partner to use) a condom

  – Using (or asking a partner to use) birth control other than condoms

Participants' program experiences and satisfaction

- **Collected in exit survey**

- **Participants' program experiences related to interest in the sessions/classes, clarity of the material, effectiveness of discussions or activities, opportunities to ask questions, and feeling respected as a person**

- **Participants' level of satisfaction with**
  - Amount of material received about abstinence
  - Amount of material received about condoms and birth control

Optional data recording tools and resources

Optional tools
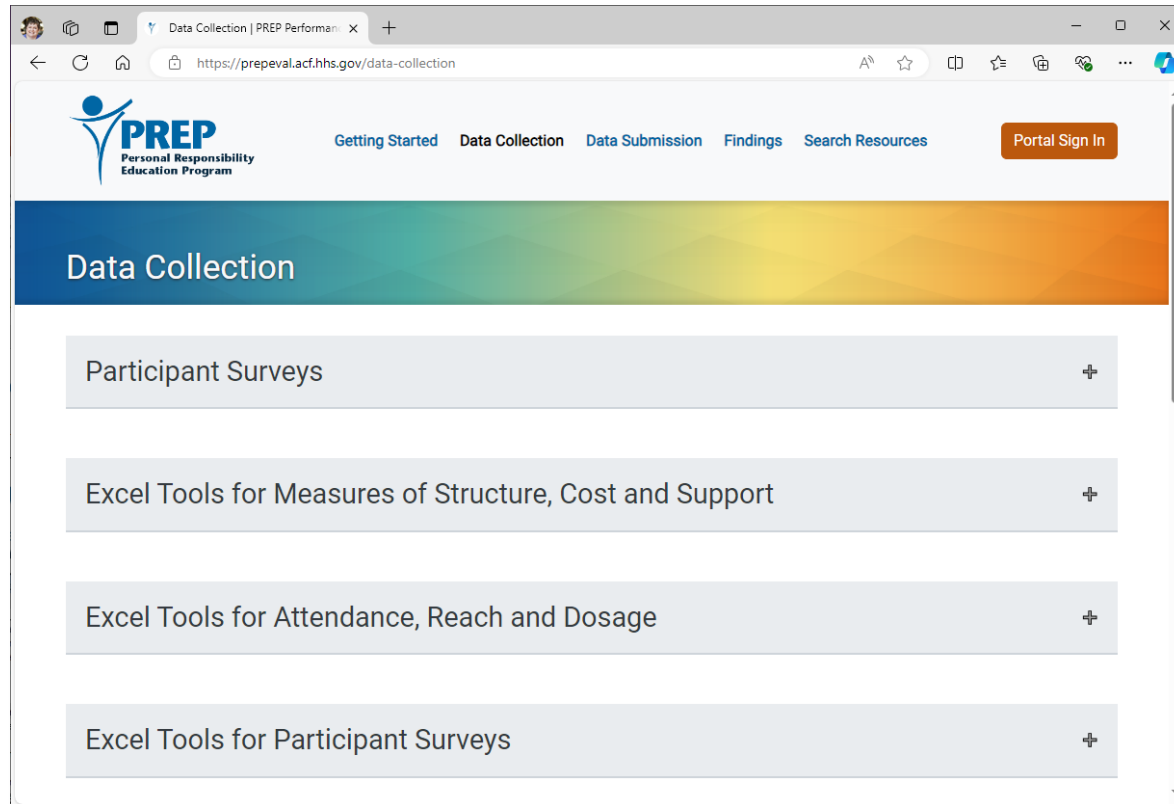
- **Optional tools (Excel spreadsheets) are available to assist with tracking data**

  – The S/C/S and A/R/D tools are not submitted but will assist with preparing the data for entry into the reporting system

  – Available for download from the PREP website

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- **Also on the website: video tutorials for using the tools**

Optional tools: S/C/S, A/R/D

- **Two tools to assist with measures of structure, cost, and support for program implementation**

    1. Grant-level measures

    2. Provider-level and program model-level measures

- **Two versions of a tool to assist with measures of participant attendance, reach, and dosage**

    1. Session version

    2. Hours version

        – Both versions calculate the aggregated counts that grantees will submit for each program offered
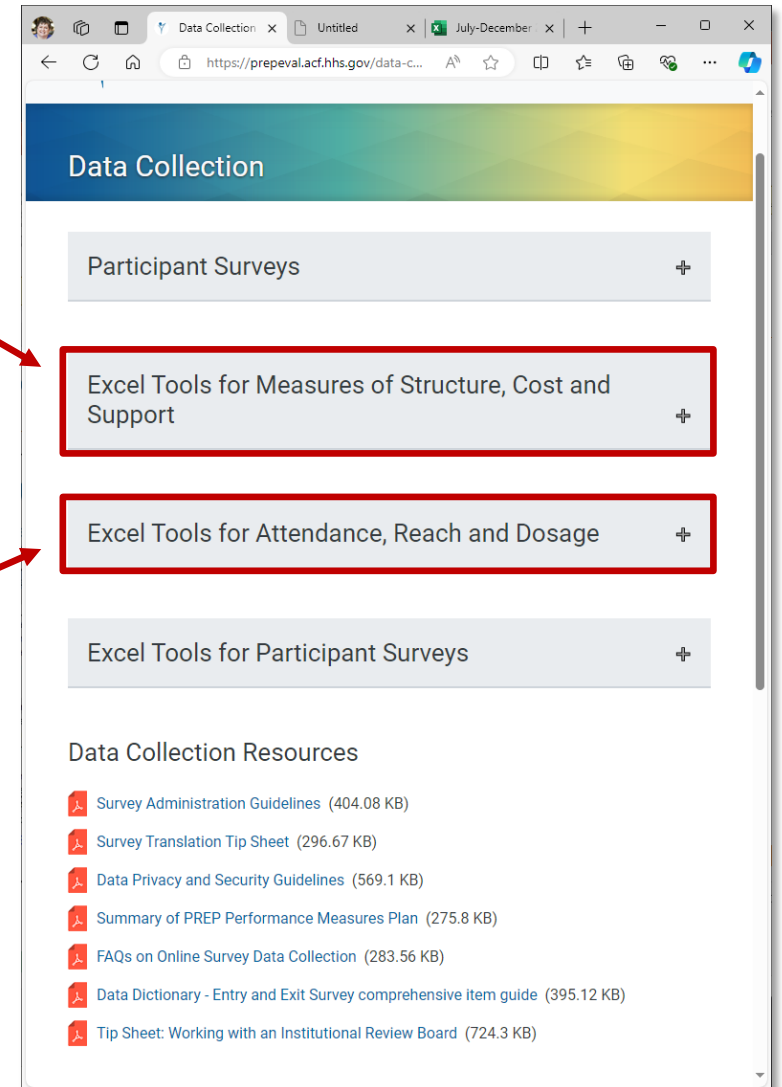
Optional tools: Participant Surveys

- **Two tools to assist with survey data**

  1. Participant entry survey

  2. Participant exit survey

- **These two tools can also be used for the file upload during data submission**

  - Alternative: store the survey responses in another system and produce an extract file that meets portal upload requirements

Data submission via file upload

- **Survey responses are uploaded using a file upload feature of the data submission portal**

  - The data submission process (including survey data file upload) is demonstrated on a webinar prior to each data submission period

- **Submitting individual-level survey data enables enhanced analysis and displays in the performance monitoring dashboard**

  - December 12th dashboard webinar will preview new functionality

  - The dashboard intro webinar recording is available on the website

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Additional resources

- **Additional data collection resources are available on the website, including**

  – Survey Administration Guidelines

  – Tip sheet: Working with an IRB

  – Data Privacy and Security Guidelines

  – Survey Translation Tip Sheet

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A quick heads up

Revisions to the PREP performance measures

- **The performance measures are currently undergoing revision**

- **Expect revised participant entry and exit surveys to be approved September 2025**

Q&A

Important dates

What's coming	When
Webinar: New Dashboard Views	December 12, 2024
Survey administration for new grants begins	January 1, 2025
Webinar: Get Ready for Winter Data Submission*	January 9, 2025

*Optional – you will not submit data until Summer 2025

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We're here to help!

Sydney   Katie   Sheila

**For further support, contact the Mathematica
PREP Performance Measures Help Desk Team:**

PREPPerformanceMeasures@mathematica-mpr.com

1-855-267-6270 (toll-free)

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