



YMCA/YWCA

After School Program for Youth with Special Needs

Evaluation Plan

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After School Program for Youth with Special Needs

- An After School Program for Youth with Special Needs between the ages 13-21 whose parents require after school supports for employment purposes
- Starting in 2010, the program has grown from 2 to 12 sites and serves 78 youth from Sept-June
- Funded through the Manitoba's Children DisAbility Services (CdS) and Community Living DisAbility Services Departments (CLdS)



After School Program for Youth with Special Needs



Reason for the Evaluation

- Currently run as a respite service
- No best practices to draw from in terms of service delivery
- No previous documenting, monitoring, or evaluation





Intended Stakeholders/Users

Current and future stakeholders:

- Youth receiving the program
- Parents/guardians of the youth
- Funders
- Program staff and administration
- School community (principals, teachers, students, staff)
- Other community-based organizations



Evaluation Questions

1. Who are the leaders in inclusion support services and what are the best practices for the population served?
2. Do the current program goals and objectives, resources, and delivery support best practices?
3. Is the program having the intended impact?





Evaluation Question Environmental Scan/ Program Context

1. Who are the leaders in inclusion support services and what are the best practices for the population served?

- **Leaders** - Individuals, programs, community organizations/associations/institutions, and governments (cities/provinces) in program/policy development and delivery
- **Inclusion support services** - Specialized services that remove barriers and provide opportunities for youth living with disabilities to participate in a community setting in an active and meaningful way
- **Best practices** – Intervention/program/service/strategy that is most suitable given the available evidence for the particular situation/context (PHAC, Canadian Best Practices Portal)
- **Population served** – Youth 13-21 years old living with developmental or medical conditions that qualifies them to receive services through the “After School Program for Youth with Special Needs”



Environmental Scan/ Program Context

<i>Indicator</i>	<i>Data Sources</i>	<i>Data collection methods</i>	<i>Schedule</i>
Number of organizations in Manitoba living with developmental or medical conditions: • that serve youth 13-21 years old	<ul style="list-style-type: none"> • Internet • Connect (Volunteer Manitoba) • United Way/YAA • Abilities Manitoba 	Spreadsheet	September



Environmental Scan/ Program Context

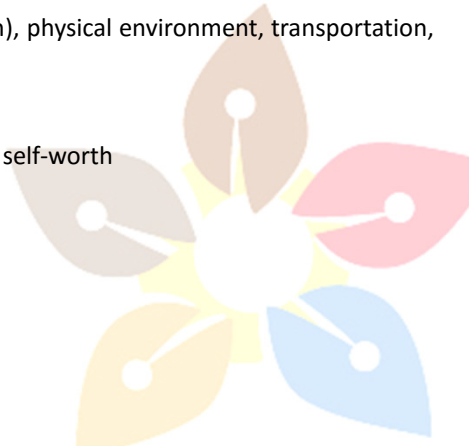
<i>Indicator</i>	<i>Data Sources</i>	<i>Data collection methods</i>	<i>Schedule</i>
Best practice guidelines for providing inclusion support services living with developmental or medical conditions (with a focus on youth 13 to 21 years old) and for other ages	Internet and library database search	Grey literature Academic literature	September
	Key Informants (identified by snowball sampling)	Interviews	September
Inclusion frameworks	Internet and library database search	Grey literature Academic literature	September
	Key informants	Interviews	September



Evaluation Question Program Implementation

2. Do the current program goals, objectives, resources and delivery support best practices?

- **Resources** – Financial, human (staff, volunteer, administration), physical environment, transportation, equipment and supplies, access, partnerships and policies
- **Goals**
 - To assist each youth in developing a sense of dignity and self-worth
 - To assist each youth's overall development
 - To assist each youth in maintaining good health
 - To support families





Evaluation Question Program Implementation

2. Do the current program goals and objectives, resources, and delivery support best practices?


- **Objectives**
 - Provide a wide range of social activities and learning experiences that encourage the development of self-confidence
 - Build respectful, trusting relationships between youth, staff and peers
 - Provide a stimulating space with developmentally appropriate equipment and resources and a variety of developmentally appropriate experiences that foster cognitive, creative, social, emotional and physical development
 - Create opportunities for youth to contribute to program planning
 - Provide information necessary for youth to make informed decisions
 - Support an environment free from health and safety hazards
 - Support independence in daily living skills and routines
 - Provide a safe environment for youth so that parents can pursue employment
 - Provide ongoing opportunities for family involvement and input



Evaluation Question Program Implementation


2. Do the current program goals and objectives, resources, and delivery support best practices?

- **Delivery** – Approach carried out
- **Best practices** – Intervention/program/service/strategy that is most suitable given the available evidence for the particular situation/context (PHAC, Canadian Best Practices Portal)



Program Implementation

<i>Indicator</i>	<i>Data Sources</i>	<i>Data collection methods</i>	<i>Schedule</i>
Staff to client ratio	Program records (HR Dept)	Record review	September
Staff turn-over (%)	Program records (HR Dept)	Record review	March
Functionality of the physical space (square foot per child and accessibility)	Site Visit (Coordinator)	Observation checklist	September
Availability of equipment and supplies	Site Visit (Supervisor)	Inventory	September
	Staff	Focus group	June
Staff salary (% of staff that are compensated at fair market value)	Outsourced HR	Salary Record review	January
Cost of care (Current budget vs needed budget)	Accounting records	Audit	June



Program Implementation

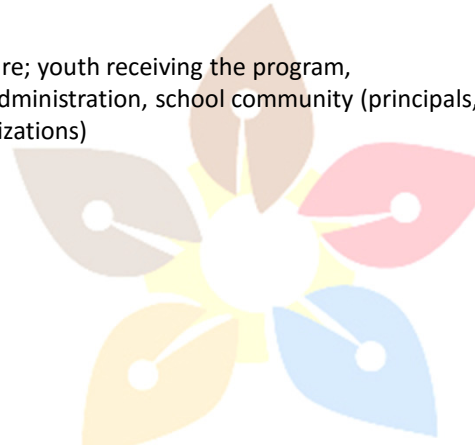
<i>Indicator</i>	<i>Data Sources</i>	<i>Data collection methods</i>	<i>Schedule</i>
Youth experience a wide variety of activities (# of physical, social, creative, intellectual, emotional activities)	Staff log book	Log review	June
	Calendar of activities		
Number of partnerships that enhance service delivery	Staff log book	Review	June
	Partnership file (Memorandum of Understanding)		



Evaluation Question Outcome/Impact

3. Is the program having the intended impact?

- **Intended** – As specified by the stakeholders (current and future; youth receiving the program, parents/guardians of the youth, funders, program staff and administration, school community (principals, teachers, students, staff), and other community-based organizations)
- **Impact** – An effect/influence



Outcome/Impact

<i>Indicator</i>	<i>Data Sources</i>	<i>Data collection methods</i>	<i>Schedule</i>
Youth experience an increase in independent daily living skills	Youth	Assessment tool(s)	Sept and June
	Parents/Guardians	Interview/survey	June
	Staff log	Log review	Quarterly
	Staff	Focus group	April
Youth experience an increased sense of attachment and connection	Youth	Arts-based/picture boards/emoticon	Quarterly
	Staff	Focus group	April
	Parents/Guardians	Interview/survey	June
	Teachers	Interview	Quarterly



Outcome/Impact

<i>Indicator</i>	<i>Data Sources</i>	<i>Data collection methods</i>	<i>Schedule</i>
Youth are active participants in the community	Parents/Guardians	Interview	June
Families feel welcomed and engaged (family activities, parental involvement, communication)	Parents/Guardians	Interview	June
	Staff	Focus group	April
	calendar	Calendar review	June
Youth are active participants in a variety of activities	Staff log book	Log review	June
	Calendar of activities		



Ethics Screening

ARECCI Screening Tool

www.aihealthsolutions.ca/arecci/screening/114228/97afd416967

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Your score is 8. The project involves Somewhat More Than Minimal Risk and should be reviewed by a Second Opinion Reviewer.

Questions that affected your final score:

19. Collection of data through technical procedures or diagnostic tools routinely employed in the setting? **1 pts**

20. The use of tests, surveys, interviews, oral history, focus groups, or observation of public behaviour where the participants can be directly or indirectly identified through the information recorded? **2 pts**

21. Collection of data from voice, video, digital or image recordings? **2 pts**

23. Special populations or any individuals or groups in a socially vulnerable position? **3 pts**

