

# CPYP Evaluation & Data Collection Summary

**I. Definition of a Permanent Connection:** *An adult who consistently states and demonstrates that s/he has entered an unconditional life-long parent-like relationship with the youth. The youth agrees that the adult will play this role in his/her life.*

## II. Definitions of Two Categories of CPYP Youth

*A. Study Group Youth:* Twenty youth in each county who will be followed closely in the evaluation through progress reports and final surveys.

*B. All CPYP Youth:* All youth assigned to the CPYP project (including, but not limited to the Study Group) will be tracked on the Master List and through CWS/CMS.

## III. CPYP Youth Master List to Track Permanent Connections

We ask each county to maintain a Master List of all CPYP youth. The first twenty youth on the Master List should be the youth assigned to the Study Group. Youth should be added to the Master List as they are added to the project. The county will designate a person to work with Craig Evans to maintain this list and to help obtain the progress reports and final surveys described below. Craig will provide the contact person with the Master List template (on Excel) and work with the contact person on how to provide the needed information (i.e. how to fill out the template). Following is the information that will be collected on each CPYP youth.

- Youth Initials and 19-digit CWSCMS Case ID#
- Youth Date of Birth, Gender, Ethnicity & Placement Type
- Placement History (years in care, number of placements)
- Date Youth “Assigned” to CPYP
- Caseworker & Supervisor Name and Contact information
- Does this youth have a permanent connection at intake?
- Name of Permanent Connection (if/when the connection occurs)
- Date connection is “approved” by supervisor and brief description of connection

## IV. Use of CWS/CMS to Track Youth Outcomes

We ask that each county identify all of their CPYP youth on CWS/CMS by creating a “Permanent Connection” special project field in their database. (Detailed instructions for creating this field will be provided.) Once this designation has been made in the database, outcomes (reunifications, adoptions, guardianships, emancipations) can be tracked for these youth.

## V. Qualitative Data Collection

*Progress Reports:* Updates on Study Group youth describing efforts made to locate permanent connections, challenges encountered and lessons learned doing this work. These largely narrative reports will be collected *every six months*.

*Final Surveys:* At the end of the project or when the youth leaves the system (whichever comes first) we will ask that a “final survey” be completed on each Study Group youth which will describe whether or not a permanent connection was formed for the youth and the extent to which the CPYP project influenced this outcome.

*Significant Events Interviews:* Every six months CPYP staff will interview County Administrators and others to discuss “significant events” (staffing and budgetary issues, policy and practice changes, collaborative relationships, etc.) that have either positively or negatively impacted the project.