

Annual Performance Report Directions

Year: current year

QYDS #: is a number generated by the OCFS’s Quality Youth Development System after the applications have been added in the system. **You will receive the number with the Official Award Letter.**

Funding Source: Check the appropriate box for the funding you are receiving

YDP – Youth Development Program

YSEF – Youth Sports and Educational Funding or Youth TEAM Sports Funding

County: Default Rensselaer

Implementing Agency: The name of the Agency or municipality

Program Name: The name of your program

Contact Person: The person running the program

Telephone Number: The best number to reach the person above

The numbers for the Gender, Ethnicity, and Age:

Projected: are numbers you anticipate that will participate in the program and the original numbers you submitted on your application.

Actual: are the actual numbers of youth you served in your program (unduplicated).

Totals: auto calculate for you

The Total numbers in all 3 sections below should match

ex.) if you have 10 males and 5 females you must capture those 15 youth in the Ethnicity and Age section

Gender	Projected	Actual
Male	10	
Female	5	
Total	15	0

Ethnicity	Projected	Actual
White	3	
Black or African American	10	
Hispanic or Latino	0	
American Indian or Alaskan Native	0	
Asian	0	
Native Hawaiian or Pacific Islander	0	
2+ Races	2	
Total	15	0

Age	Projected	Actual
0-4	1	
5-9	6	
10-14	8	
15-17	0	
18-20	0	
21+	0	
Total	15	0

Disconnected youth - are young people between the ages of 16 and 24 who are not in school and not working.

Did you serve disconnected youth? – choose **yes** or **no**

If you answered **yes** and you know what category they fit in, enter the number or **0** in the appropriate box

19		
20	Did Target Population Serve Disconnected Youth?	YES
21	If "YES", enter the # of population described:	
23	Youth Aging out of Foster Care:	0
25	Youth in Juvenile Justice System who Re-enter the Community:	0
26		
27	Total Disconnected Youth:	0

Choosing the Life Area, SOS

- click on the Life Area cell and a dropdown arrow will appear (see below the circle on the right)
- click on the SOS cell and a dropdown arrow will appear (see below the circle on the right)

Click on the row below to choose from the dropdown list (arrow will appear on the right)	
Life Area:	▼
SOS:	1ES: Economic Security 2PEH: Physical and Emotional Health 3ED: Educational 4CVC: Citizenship/Civic Engagement
HOW MUCH:	5FAM: Family 6COM: Community

Choosing the Performance Measures (How Much, How Well, and Better Off) –

- click the blank cell below the performance measure (see ○)
- scroll through the options by clicking on the up & down arrows (○) for each section to find the one you chose on the application.

Common Performance Measures:		Number (below)
HOW MUCH:	Click on the row below to choose from the dropdown list (arrow on the right)	
0120A.1	# of youth enrolled in the program (unduplicated)	▼
0121A.1	# of youth enrolled in the program (unduplicated)	
0122A.1	# of youth enrolled in the program (unduplicated)	
0123A.1	# of youth enrolled in the program (unduplicated)	▼
Tools Used to Measure above: Write your answer below		
BETTER OFF:		Number/Percentage (below)
Click on the row below to choose from the dropdown list (arrow on the right)		
Tools Used to Measure above: Write your answer below		

Click on the arrow to scroll through the options

5. Answer the questions below the Performance Measures and type in the tools used to measure that outcome (highlighted in yellow)
6. Enter the answer (number or percentage) in the box on the right

Common Performance Measures:		
HOW MUCH:	Click on the row below to choose from the dropdown list (arrow on the right)	Number (below)
Tools Used to Measure above: Write your answer below		#
HOW WELL:	Click on the row below to choose from the dropdown list (arrow on the right)	Percentage (below)
Tools Used to Measure above: Write your answer below		%
BETTER OFF:	Click on the row below to choose from the dropdown list (arrow on the right)	Number/Percentage (below)
Tools Used to Measure above: Write your answer below		#
Problems or Obstacles Identified during this funding period:		
Plan of action for resolving problem(s)/Obstacles:		

Fill out the Prepared by and Certified by and email the completed report to the Youth Department