Youth Development 6-12 Programs At-A-Glance Timeline

Content Area Team (CAT) Program Observation
See TCT Programs Metrics Tools for Details

1-4 Month Site Visit.
See TCT Programs Metrics Tools for Details

4-8 Month Site Visit
See TCT Programs Metrics Tools for Details

8-12 Month Site Visit.
See TCT Programs Metrics Tools for Details

Summer Only + YR w/Summer Component Visit
See TCT Programs Metrics Tools for Details

**Legend**
- TCT: The Children’s Trust
- CWD: Children with Disability
- SY: School Year
- SM: Summer
- YR: Year-Round
- PM: Performance Measure
- *Pay special attention.

**Activity Expectations**
- Inclusion of youth with disability
- Academic Supports
- Social Emotional
- Skill-building in one or more specialty areas:
  - Job Training
  - Job Coaching
  - Arts
  - STEM
  - Civic Engagement
  - Sports
  - Entrepreneurship
  - College Readiness

**SAMIS Reimbursements**
Please note the reimbursements are due on the 15th of each month with the exception of the final reimbursement which is due by September 15th.

**Outcome Assessments**
- **Social Emotional**: One of the following measures must be administered: Youth or Program Strengths Survey (YAPS) or Positive Youth Development Inventory.
- **Focus Areas Activities**: Assessments will vary depending on the area(s) selected.
- **Assessment Administration Deadlines**: Each skill-building area has a required associated assessment with prescribe timing of administration. See link below for details:
  - [https://www.thechildrenstrust.org/content/youth-development](https://www.thechildrenstrust.org/content/youth-development)

**Attendance**
- Participant attendance must be entered at the activity level AND include the amount of time the participant spent in each activity. For example, 30 minutes = 0.5 hours; 45 minutes = 0.75 hours.
- Creating groups in Trust Central – SAMIS Participants should help expedite data entry.
- Sign-in sheets should contain enough information such as: name of participant, attendance date, name of the activity, # of hours and site name.
- Site Amendment: if there is a site amendment, ensure SAMIS groups are linked to new sites to facilitate data entry.

**Disclaimer**
For all contractual obligations, please refer to the contract and solicitation. Additional deadlines will be included in the Weekly Provider Bulletin.