

Youth Services Program Evaluation – Draft Plan

Evaluation Focus

Why do youth disengage from the program?

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1. Purpose

This evaluation will:

1. Identify the main reasons youth leave the program before completion.
2. Clarify the barriers staff face in maintaining consistent youth engagement.

Findings will guide improvements in program design, staff practices, and policy decisions to increase youth retention.

2. Objectives

Objective	Indicator of Success
Identify five to seven primary disengagement factors	Themes confirmed by at least 75 percent of local areas
Document current engagement strategies and their perceived effectiveness	Inventory compiled and reviewed by local staff
Measure disengagement patterns using existing program management information system (MIS) data	Disengagement rates and participation spans calculated
Provide actionable recommendations	Final report includes prioritized actions with owners and timelines

3. Scope & Data Sources

Data Stream	Description	Lead
Program Data	Exit reasons, service dates, attendance trends	Commerce Data & Performance Team
Staff Survey	Staff perceptions of barriers and effective practices	Workgroup lead drafts; local areas distribute
Focus Groups	30–45 minute virtual staff discussions in 3–4 regions	Volunteer facilitators and local staff
Youth Input (Optional)	Short interviews or surveys with recently exited participants	Pilot sites only, with consent
Local Tools	Checklists, outreach strategies, incentive policies	Submitted by local areas

4. Methodology

- **Quantitative Analysis** – Examine disengagement and participation trends using MIS data.
- **Qualitative Analysis** – Code survey and focus-group feedback to identify recurring themes.
- **Cross-Validation** – Compare quantitative findings with staff insights to confirm or highlight gaps.