Richmond YPQI Site Level Packages

Richmond YPQI Services	Package 1	Package 2		A La Carte
PQA Basics	✓ (2 staff)	✓ (2 staff)		$40/staff
Form B				$20
Self Assessment- Fall	✓	✓		
External Assessment- Fall	✓	✓		
Webinar- Self Assessment	✓	✓		
Planning with Data	✓ (2 staff)	✓ (2 staff)		$40/staff
Improvement Plan	✓	✓		
Webinar- Improvement Plan	✓	✓		
Coaching Visit: • New Sites (5 hours) • Returning Sites (3 hours)	✓	✓		
Methods Trainings	✓ (2 seats)	✓ (4 seats)		$45/seat
Self Assessment – Spring	✓	✓		
External Assessment – Spring				$300
Improvement Plan Review	✓	✓		
Closing Celebration	✓ (2 staff)	✓ (2 staff)		$20/staff
End of Year Site Level Report		✓		
Total Annual Cost:	**$3675.00**	**$4200.00**		
Annual Site Fee:	**$ 500.00**	**$ 650.00**		

Package Descriptions

PQA Basics – This hands-on workshop is required and prepares participants to conduct program self-assessments. They will learn the structure of the Program Quality Assessment (PQA) and how to use and score the instrument, develop keen observation and note-taking skills to generate rich and precise anecdotal evidence, and apply new skills to score items on a PQA through a consensus meeting. New sites/staff are required to attend PQA Basics. Return sites/staff are welcome to attend but not required if they have already attended PQA Basics.

Form B – Assesses organizational features of program including policies, practices, staff development, and strategies for program improvement.

Self-Assessment – One part of the Assess phase of YPQI. A team of 3-5 people from your site observe and take notes on your fall program (this is required). They then scores items through a consensus meeting and enter their scores in the Online Scores Reporter. A Spring self-assessment is included, though optional. We encourage sites to be thoughtful about who participates on their teams and to consider adding youth to their self-assessment teams.

External Assessment – A trained assessor, who has achieved at least 80% reliability on use of the assessment tool, comes in the fall to observe and score your program based on anecdotal evidence. This is required. Spring external assessment is available a la carte and optional.

Webinars – These are offered while self-assessments and improvement plans are being entered into the Online Scores Reporter system. Led by David P. Weikart Center staff and meant to increase familiarity with the robust online reporting system, they include how to enter self-assessment data & improvement plans.

Planning with Data – To learn from data and really use it effectively is a must for an efficient quality improvement system. This required training prepares participants to develop effective program improvement based on data and take the planning process back to their teams.

Methods – These interactive and hands-on courses provide participants with practical skills that are geared to improve the quality of interactions with youth. There are 10 different Methods trainings available, each built around a specific area of the Weikart Pyramid of Program Quality. Each training is typically 2 hours in length and take place with youth development professionals from other organizations in the Richmond region. Training titles include: *Introduction to Active-Participatory Approach, Active Learning, Ask-Listen-Encourage, Building Community, Cooperative Learning, Homework Help, Planning and Reflection, Reframing Conflict, Structure and Clear Limits, and Youth Voice*. Attendance at Methods trainings counts towards fidelity.

Beyond the Method – These trainings are designed to support participants who have already attended particular Methods listed above and want to address applying the Methods themselves (e.g. discussing what worked in practice at each organization). These will count towards fidelity, though are only available to staff who have attended the correlating Method previously.

Peer Learning – Included in every package, these workshops are led by local youth development professionals and experts, and may be on core subject matter, technical skills, or soft skills. These will not count towards fidelity.

Coaching – Our trained coaches meet with the self-assessment team from the site they are working with to support and guide them through the YPQI process, help troubleshoot challenges, and provide insight/feedback on improvement plans where applicable. Coaching takes place during Assess, Plan, or Improve Phases of the intervention.
>   New Organizations: 5 coaching hours – Site chooses how to use them with visit during assess phase required.
>   Returning Organizations: 3 coaching hours – Site chooses how to use them.

Improvement Plan Review – Sites review their improvement plans to reflect on the goals they set and how successful they were or what kept them from being successful. If a site decided its' goal was no longer applicable, that's OK! This is meant to provide the opportunity to reflect on improvement plans; it is linked to fidelity.

Closing Celebration – An optional opportunity to come together as a YPQI cohort to reflect on and celebrate the impact of a continuous improvement process on youth programs across the region. Sites are also introduced to any changes being implemented for the upcoming year of the YPQI.

End of Year Site Level Report – Based on site level data, a report comparing it to Richmond and national data. Attendance records of staff at trainings and the site's % fidelity to the intervention will also be included. Only included in Package 2.