

Community Needs and Assets Assessment Update 2008 – Data Collection Process

I. Community Assessment Objective: Demographic Make Up of Community

Required Community Assessment Data Element	Indicators	External Data Collection Tool/Available Data	Who & By When	Significance or Impact of Data	Internal Program Data	Who & By When	Significance or Impact of Data	Comparison and Interpretation
Estimated number of eligible children and families	Pregnant Mothers	Public Health Dept.	E. Lizotte January 18	Projected pregnancy trends	PIR Enrollment Reports Wait List Reports	R. Henry C. Wischhusen January 18	Projected enrollment of pregnant women	Program Slots: Possible increase in allocated slots
	Children Birth – 3	First 5 Reports Children Now Census Data	J. Dorr-Johnson January 18	Projected EHS enrollment trends	PIR Enrollment Reports Wait List Reports	R. Henry C. Wischhusen January 18	Enrollment levels for EHS – full enrollment	Program Services: Need for increase or decrease in slots
	Children 3 – 5	First 5 Reports Children Now Census Data	J. Dorr-Johnson January 18	Projected HS enrollment trends	PIR Enrollment Reports Wait List Reports	R. Henry C. Wischhusen January 18	Enrollment levels for HS – full enrollment	Program Services: Need for increase or decrease in slots
	Number of Families receiving TANF & SSI	TANF Reports Children Now	J. Dorr-Johnson January 18	Projected eligibility Public Assistance & income Child care trends	PIR Enrollment Reports Wait List Reports	R. Henry C. Wischhusen January 18	Public Assistance enrollment trend	Program services related to public assistance trends – comparison of data, are needs being met?
	Number of foster children 0 – 5	Human Services Agency	J. Dorr-Johnson January 18	Projected eligibility Foster care trends	PIR Enrollment Reports Wait List Reports	R. Henry C. Wischhusen January 18	Foster care enrollment trend	Program services related to foster care trends – comparison of data, are needs being met?
	% of population of families at poverty level	First 5 Reports Children Now Census Data San Joaquin Council of Governments	J. Dorr-Johnson January 18	Apply percentage to obtain children and families data	PIR Reports re: Over-income and Income eligible Enrollment Reports Wait List Reports	R. Henry C. Wischhusen January 18	Enrollment of Over Income and Income eligible families	Community income levels related to HS/ EHS enrollment levels – Are targets met? Can targets be met?
	Homeless population	St. Mary's Interfaith Housing Authority of San Joaquin	J. Dorr-Johnson January 18	Homeless population trends	PIR Enrollment Reports Wait List Reports	R. Henry C. Wischhusen January 18	Homeless population enrollment trends in relation to St. Mary's collaboration	Homeless trend vs. HS & St. Mary's collaboration – are targets met? Can targets be met? Is collaboration sustainable?

II. Community Assessment Objective: Other Child Development and Child Care Programs

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Required Community Assessment Data Element	Indicators	External Data Collection Tool/Available Data	Who & By When	Significance or Impact of Data	Internal Program Data	Who & By When	Significance or Impact of Data	Comparison and Interpretation
Other Child Development and Child Care Programs	State Funded Programs: • Name & location of program • # of HS/EHS eligible children served	First 5 Reports Local Child Care Planning	F. Lilly M. Heffernan January 18	Identification of other programs serving children ages 0 – 5 years	PIR HSFIS Reports re: Children enrolled in other programs Enrollment Reports Wait List Reports	R. Henry C. Wischhusen January 18	Identify other programs serving children ages birth – 5 Identify other programs serving HS/EHS eligible children	Compare information to enrollment and wait list data Are recruitment practices effective?
	Other local programs: • Name & location of program • # of HS/EHS eligible children served	First 5 Reports Local Child Care Planning	F. Lilly M. Heffernan January 18	Identification of other programs serving children ages 0 – 5 years	PIR HSFIS Reports re: Children enrolled in other programs Enrollment Reports Wait List Reports	R. Henry C. Wischhusen January 18	Identify other programs serving children ages birth – 5 Identify other programs serving HS/EHS children	Compare information to enrollment and wait list data Are recruitment practices effective?

III. Community Assessment Objective: Children with Disabilities

Children with Disabilities, Birth to 4 years of age	Number of children ages 4 years and younger with disabilities	SELPA reports LEA reports Part C agency reports	M. Heffernan F. Lilly January 18	Identification of children with disabilities	PIR HSFIS reports re: Children with disabilities, IEPs/IFSPs	C. Wischhusen January 18	Identification of children with disabilities currently being served	Compare community and program information Are targets being met? Can targets be met? (10% disabled)
	Types of disabilities for children ages 4 years and younger	SELPA reports LEA reports Part C agency reports	M. Heffernan F. Lilly January 18	Identification of types of disabilities	PIR HSFIS reports re: types of disabilities, IEPs/IFSPs	C. Wischhusen January 18	Identification of types of disabilities among currently enrolled children	Compare community and program information Are targets being met? Can targets be met? (10% disabled)
	Relevant services and resources provided by community agencies	SELPA reports LEA reports Part C agency reports Reports from other community agencies	M. Heffernan F. Lilly January 18	Identification of services available	Review of IEPs/IFSPs	M. Heffernan Education & Disabilities Specialists January 18	Identify if children with disabilities are receiving needed services	Does agency need to augment services to children with disabilities?

IV. Community Assessment Objective: Education, Health, Nutrition and Social Services Needs Data

Required Community Assessment Data Element	Indicators	External Data Collection Tool/Available Data	Who & By When	Significance or Impact of Data	Internal Program Data	Who & By When	Significance or Impact of Data	Comparison and Interpretation
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Identification of Education, Health, Nutrition and Social Services Needs of HS/EHS Eligible Families	Identification of data regarding education needs of HS/EHS eligible families	First 5 Reports Children Now SELPA reports LEA reports Part C agency reports	J. Dorr-Johnson E. Calvit-Chandler F. Lilly January 18	Identification of educational issues facing low-income families of San Joaquin County	PIR HSFIS Reports re: Family Strengths & Needs, ASDT information	C. Wischhusen January 18	Identification of educational services provided to HS/EHS enrolled families	Are current agency practices and services addressing the identified education needs of HS/EHS enrolled families? Does service delivery need modification?
	Identification of data regarding health (physical, oral and mental) needs of HS/EHS eligible families	First 5 Reports Children Now Public Health Dept. reports Human Services Agency reports	J. Dorr-Johnson E. Lizotte M. Heffernan January 18	Identification of health issues facing low-income families of San Joaquin County	PIR HSFIS Reports re: Family Strengths & Needs, ASDT information	C. Wischhusen January 18	Identification of health services provided to HS/EHS enrolled families	Are current agency practices and services addressing the identified health needs of HS/EHS enrolled families? Does service delivery need modification?
	Identification of data regarding nutrition needs of HS/EHS eligible families	First 5 Reports Children Now Agriculture Extension	J. Dorr-Johnson C. Grunsky J. Whittock January 18	Identification of nutritional issues facing low-income families of San Joaquin County	PIR HSFIS Reports re: Family Strengths & Needs, ASDT information	C. Wischhusen January 18	Identification of nutritional services provided to HS/EHS enrolled families	Are current agency practices and services addressing the identified nutrition needs of HS/EHS enrolled families? Does service delivery need modification?
	Identification of data regarding social services needs of HS/EHS eligible families	First 5 Reports Children Now Human Services Agency reports	J. Dorr-Johnson E. Calvit-Chandler January 18	Identification of social services issues facing low-income families of San Joaquin County	PIR HSFIS Reports re: Family Strengths & Needs, ASDT information	C. Wischhusen January 18	Identification of social services provided to HS/EHS enrolled families	Are current agency practices and services addressing the identified social services needs of HS/EHS enrolled families? Does service delivery need modification?

V. Community Assessment Objective: Education, Health, Nutrition and Social Services Needs Identified by Families

Required Community Assessment Data Element	Indicators	External Data Collection Tool/Available Data	Who & By When	Significance or Impact of Data	Internal Program Data	Who & By When	Significance or Impact of Data	Comparison and Interpretation
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Identification of Education, Health, Nutrition and Social Services Needs by HS/EHS Enrolled Families	Identification of education needs by HS/EHS enrolled families	N/A	N/A	N/A	<ul style="list-style-type: none"> • Questionnaire provided to all enrolled families to elicit their input • Parent Club Meeting: topic for discussion • Cluster Parent Committee: topic for discussion • Delegate Policy Committee – general discussion and/or sub-committee work group 	J. Dorr-Johnson E. Calvit-Chandler Program Supervisors Parent Education Staff Family Services Workers DPC Chairperson Questionnaire/Survey to be developed by 12/21/07 Staff Training on 1/7/08 Results and information due January 31	Families currently enrolled in the HS/EHS program are able to identify their own education, health, nutrition and social services needs.	Are needs identified by enrolled families consistent with the data from other agencies and reports? Are current agency practices and services consistent with the education, health, nutrition and social services needs identified by the families? Does service delivery need modification?
	Identification of health (physical, oral and mental) needs by HS/EHS enrolled families	N/A	N/A	N/A				
	Identification of nutrition needs by HS/EHS enrolled families	N/A	N/A	N/A				
	Identification of social services needs by HS/EHS enrolled families	N/A	N/A	N/A				

VI. Community Assessment Objective: Community Resources Available to HS/EHS Families

Identification of Community Resources that Could Be Used to Address Family Needs	Identification of Community Resources to address issues identified in IV and V above	Review of available community resource agencies	Staff assigned as in IV above	Identification of resources and agencies available to HS/EHS families	As part of family activities outlined in V. above, discuss availability, accessibility and effectiveness of community resources	J. Dorr-Johnson E. Calvit-Chandler Program Supervisors Parent Education Staff Family Services Workers DPC Chairperson January 31	Families are able to identify effectiveness of community resources and any barriers to services	Are referrals to community agencies effective in addressing the needs of HS/EHS families? Does the HS/EHS program staff need to work with families to advocate for change in operations by community resource agencies?
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