**DYRS Program Review Committee**

**Program Submission Form**

All programs must provide the following information at least 5 working days prior to the scheduled Program Review Committee (PRC) meeting to YRS.DSCYF@delaware.gov. Please be sure to provide a curriculum or lesson plans for review. The coordinator/presenter must be present at the PRC meeting to provide information about the program and answer questions. Please note that everyone who provides programming for DYRS youth must successfully complete a background check process.

1. Title of the program

Click or tap here to enter text.

1. Contact person, phone, and email

Click or tap here to enter text.

1. How did you find out about us?

Click or tap here to enter text.

1. Do you have a Delaware business license?

Yes[ ]  No[ ]

1. What facility/site is the program being proposed for?

Ferris School [ ]  Stevenson House Detention Center [ ]

Grace Cottage [ ]  New Castle County Detention Center [ ]

Snowden Cottage [ ]  DYRS Community Services [ ]

1. What is the purpose of the program?

Click or tap here to enter text.

1. What is the proposed start date?

Click or tap to enter a date.

1. Who is the target population?
	1. What are the criteria for participation (age/gender/IQ/other criteria)?

Click or tap here to enter text.

* 1. Who would be excluded and why?

Click or tap here to enter text.

* 1. Approximately how many youth will be involved?

Click or tap here to enter text.

1. What is needed from DYRS staff for implementation of the program?

Click or tap here to enter text.

1. What materials are associated with the program?

Click or tap here to enter text.

1. What is the proposed cost of the program?

Click or tap here to enter text.

1. Who will facilitate the program (how many people)?

Click or tap here to enter text.

1. What is the proposed schedule (how many days per week, for how long)? Is there any availability to conduct programming on weekends?

Click or tap here to enter text.

1. How will this program be evaluated?
	1. Who will be responsible for the evaluation?

Click or tap here to enter text.

* 1. What data will be collected?

Click or tap here to enter text.

* 1. How will it be collected?

Click or tap here to enter text.

* 1. How often will it be reviewed?

Click or tap here to enter text.

* 1. What analysis will be done/How often will it be reported?

Click or tap here to enter text.

1. Can we share information about your program with other divisions in the Department of Services for Children, Youth & Their Families (DSCYF) and the Family Informed Resource Support Team (FIRST) Community Directory of services?

Click or tap here to enter text.