**Thank you for being a part of the StreetGames XXXXX programme, it’s great to have you on board!**

To assist you with monitoring your delivery and evidencing the impact of your work, enclosed in this pack you will find a monitoring and evaluation guide, 20 baseline questionnaires for completion and freepost envelopes for return. Once you have read the guide please do get in touch if you have any questions regarding the M&E requirements set out. Please contact our Head of Research & Insight: ceris.anderson@streetgames.org

Sport England have specifically asked that we measure progress in terms of Views monitoring data AND the use of baseline and follow-up questionnaires to identify what difference sessions are making to participants and we therefore ask your assistance with this.

**SURVEYS - ADDITIONAL SUPPORT:**

We understand that undertaking surveys can be resource intensive for community organisations. To assist with this, we have been able to secure some additional resources that might help – please contact helen.crowley@streetgames.org

If you would like to access additional support which can include:

* Additional resources (up to £250) which you can use to pay for an additional staff member to attend selected sessions to support survey data collection.
* Support from a DSA to visit selected sessions to support survey data collection (subject to availability)
* £50 worth of Love to shop Vouchers to be used as prizes and incentives for questionnaire completion

**THINGS TO NOTE ABOUT THE SURVEY:**

* As project lead - please read through the questionnaire first, before you distribute to your group. If you have any queries in advance please contact: ceris.anderson@streetgames.org
* Ideally we are asking, that each organisation/Satellite Club looks to get circa **20 questionnaires completed** by attendees (this can include both participants and young volunteers)
* The questionnaire is designed for ease of completion (mainly tick box) and an on-line version is also available if this is easier for your group. We will email you the survey link shortly.
* Please note, the questionnaire includes a number of ‘validated’ marker questions that are from [Sport England’s question bank](https://evaluationframework.sportengland.org/media/1322/sport-england-question-bank-new.pdf). These are designed to capture feedback about how

people feel and think, including the ONS well-being questions - there are no ‘right’ or ‘wrong’ answers and the data will only ever be used in an aggregated form.

* Questionnaire completion is voluntary and therefore a young person has the right to decline to take part in the survey. Parental consent is required before anyone under the age of 13 completes the survey.
* This surveyaims to collect data for both pre-existing and new participants, with the intention of comparing data from this survey with a follow-up survey (that will be distributed in around 3 months’ time).
* Ideally, we are looking to start collecting baseline data as close to the start of your delivery as possible, to try and gain accurate feedback about the sessions and the impact of attending. So we would be grateful if you could begin distributing questionnaires as soon as possible. However, we do understand that surveying young people isn’t easy, particularlywhen they first arrive at a session. We agree that building a relationship and a comfortable environment is key, so we trust your judgement if you feel the need to slightly adjust on when you conduct your baseline surveys.
* Please return your completed questionnaires to us in the pre-paid envelope provided. StreetGames will enter your survey data onto our survey system and keep all information provided confidential. Please note, the monitoring data you provide will only ever be used in an aggregated and anonymised format – no participant will be individually identifiable.
* StreetGames will use this collective data to evidence the important role that doorstep sport plays in disadvantaged areas and lobby at a national level for further support and investment. We will also be happy to provide you with a summary infographic of the survey results for your project.

Many thanks,

StreetGames