



# Site Visit REPORT

## YOUTH TO YOUTH GRANT

### Buffalo County Youth Advisory Board

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Project Title

Date of Visit

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Use this as a guide for things to observe during your site visit, but complete after leaving the site. Rate how well this project is helping to meet the following needs, identified as critical to youth development. Rate each on a scale of 1 (poor) to 5 (excellent). In your comments, explain why you rated as you did. In areas where you rated a program 1 or 2, explain what training, technical assistance, or other support you and the people you spoke with believe would help them improve.

#### 1 • Youth Active and Involved

RATING ▾

Youth have a need for physical activity and active engagement in their work. In a strong program

- Youth are excited
- Youth feel invested
- Youth are engaged in physical activity

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COMMENTS

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RATING ▾

Youth have a need for meaningful participation, taking on various roles and responsibilities where their participation is an integral part of the success or failure of a project. In a strong program

- Youth are engaged in problem-solving
- Youth are engaged in decision-making
- Youth have genuine leadership roles in the project

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COMMENTS

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#### 2 • Meaningful Participation



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**3 • Youth/Adult Relationships**

**RATING** ▾

**RATING** ▾

Youth have a need for adult mentors who act as guides and facilitators. In a strong project

- Adults and youth see one another as partners
- Adult leaders help youth without taking over the project
- Adult leaders are excited and invested in the project

Youth have a need for structured time to translate their experience into lessons. Adults need to act as guides in the process of drawing these lessons out of the service project. In a strong project

- Youth are regularly discussing their project
- Youth try to imagine the lives of those they are serving
- Youth can articulate their connection to the community

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COMMENTS

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COMMENTS

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**4 • Reflection**



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**5 • Structure, Clear Expectations**

**RATING** ▮

**RATING** ▮

The goals and ideas behind a program need to be clearly articulated so that youth and adults who are both providing and receiving the service understand one another. In a strong project

- The project timetable is being followed effectively
- Conflicts are dealt with constructively
- Management is efficient, but there is also room for creativity and spontaneity in the project

Youth need to be recognized and supported for the effort they put into positive activities. In a strong project

- Adults provide food and transportation for participating youth
- Adults have a positive attitude toward youth
- Youth are outwardly recognized for their efforts

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COMMENTS

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COMMENTS

**6 • Positive Reinforcement**





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**Bring this with you to your site visit.** Use the back to jot down quotable quotes from the people you talk to. Ask any questions that you think will be useful and provide insight: the questions below can help you come up with ideas.

#### Questions for Youth Volunteers



- What are the goals of this project?
- Who is benefiting from what you're doing? How are they benefiting?
- How have adults helped you?
- What is your role in this project? What are you responsible for?  
What do you know now that you didn't know before starting this project?
- What can you do now that you don't think you could have done before?
- What is the funniest, weirdest, or most surprising thing that's happened in your project?
- How has your team worked together?

#### Questions for Adult Volunteers



- What is your role with the youth in this project?
- What major obstacles have you faced? What adjustments have you made in response?
- What support is being provided for youth in this project?
- How would you describe the involvement of youth in this project?
- What one thing would you want everyone else in the world to learn from this project?

#### Questions for Service Recipients



- How is this project meeting needs?
- In what ways has this project been beneficial to the community at large?
- How have your views of youth changed during this project?
- From your perspective, is this project a success?
- Did anything about the youth or this project surprise you? If so, what was it?



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## Quotes, Quotes, Quotes

Use this space to jot down the best or most interesting things you hear during your site visit – these can be useful in brochures, reports, and future publicity. Be sure to get down the age and gender of the speaker for each quote you write down.

### Youth Volunteer

Age: \_\_\_\_\_ Gender: \_\_\_\_\_

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### Adult Volunteer

Age: \_\_\_\_\_ Gender: \_\_\_\_\_

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### Service Recipient

Age: \_\_\_\_\_ Gender: \_\_\_\_\_

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### On meeting community needs . . .

Age: \_\_\_\_\_ Gender: \_\_\_\_\_

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### On learning from the project . . .

Age: \_\_\_\_\_ Gender: \_\_\_\_\_

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### On being a leader or working on a project . . .

Age: \_\_\_\_\_ Gender: \_\_\_\_\_

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### Other good quotes . . .

Age: \_\_\_\_\_ Gender: \_\_\_\_\_

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