

32n OST Site Manager Survey for School Year (Jan - May 2026)

Dear 32n OST Program Site Manager,

Thank you for participating in the 32n OST Grants Program this year.

We appreciate your efforts to ensure youth in your area have access to high-quality Michigan Out-of-School Time (OST) programming. An important element of the program is sharing individual site experiences alongside its collective impact on youth and families across the state. To support this effort, we ask that you complete this 32n OST Site Manager Survey. **This survey serves as your required School Year (Jan - May 2026) reporting** to the Michigan Department of Lifelong Education, Advancement, and Potential (MiLEAP) and the Michigan Afterschool Partnership (MASP).

This survey asks you to reflect on your experience as a site manager of this program. Your individual responses **WILL BE** presented in online maps, and organization- and state-wide reports.

These data are collected for program improvement purposes and to share successful outcomes .

If you have any questions or concerns, please contact the evaluation coordinator Gretchen Sheneman at 517.884.1404 or archerg1@msu.edu at MSU, or MSU Human Research Protection Program at 517-355-2180 (IRB# STUDY00010205), or the MiLEAP-OST team at MiLEAP-OST@Michigan.gov.

Thank you.

32n OST Site Manager Survey for School Year (Jan - May 2026)

Q1. Please indicate the types of activities your OST program offered during the SCHOOL YEAR (Jan - May 2026). (Check all that apply.)

- 21st Century Skills
- Agriculture
- Career and College Exploration
- Community Engagement
- Conflict Resolution
- Engineering
- Financial Literacy
- Health and Wellness
- Leadership
- Literacy
- Mathematics
- Mentoring
- Physical Fitness
- Recreation
- Science
- Social Engagement Programming
- Technology
- Visual and Performing Arts
- Youth Voice
- Other, please specify: _____

32n OST Site Manager Survey for School Year (Jan - May 2026)

Q2. You indicated the following activities were offered at this program during the SCHOOL YEAR (Jan - May 2026). Which activities did you prioritize when working with youth? (Pick no more than three activities that your program focused on the most.)

- 21st Century Skills
- Agriculture
- Career and College Exploration
- Community Engagement
- Conflict Resolution
- Engineering
- Financial Literacy
- Health and Wellness
- Leadership
- Literacy
- Mathematics
- Mentoring
- Physical Fitness
- Recreation
- Science
- Social Engagement Programming
- Technology
- Visual and Performing Arts
- Youth Voice
- Other, please specify: _____

32n OST Site Manager Survey for School Year (Jan - May 2026)

Q3. How many youth did you have to place on a waitlisting list during this period?

- School Year (Jan - May 2026) _____

(If “Yes” is selected in Q4, proceed to Q4.1; otherwise, skip to Q5.)

Q4. Does your OST program charge families a fee?

- Yes
- No

Q4.1 How is the program fee structured? (Check all that apply.)

- A sliding scale based on family income
- A set fee
- A discounted fee for multi-child enrollment
- Other, please specify: _____

Q5. What is the racial/ethnic makeup of your staff team, including yourself? (If a person is, e.g., Black and Asian, please count him/her only in multiracial category.)

| | School Year (Jan - May 2026) |
|-------------------------------------|---------------------------------|
| American Indian or Native Alaskan | |
| Asian | |
| Black or African American | |
| Hispanic or Latino | |
| Middle Eastern/Arabic | |
| Native Hawaiian or Pacific Islander | |
| White or Caucasian | |
| Multiracial | |
| Unknown | |
| Others | |

32n OST Site Manager Survey for School Year (Jan - May 2026)

(If “Yes” is selected in Q6, proceed to Q6.1 and Q6.2; otherwise, skip to Q7.)

Q6. Are you someone who enters data into EZReports?

- Yes
- No

Q6.1 What is your overall experience with EZReports?

- It's too difficult to use; we still struggle with it.
- There was a learning curve, but we manage well now.
- The process has been smooth and easy for us.
- Other, please describe _____

Q6.2 Did you reach out for help with EZReports? (Check all that apply.)

- Yes, I submitted a support ticket
- Yes, I connected with Gretchen at MSU
- Yes, I connected with MiLEAP team
- No, because....(please specify) _____
- No, we did not need any help

Q7. How helpful were the following resources provided by MSU state evaluation team?

| | I did not use the service | Unhelpful | Neutral | Helpful |
|----------------------------------|---------------------------|-----------------------|-----------------------|-----------------------|
| Survey handling | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| EZReports support | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Presentations | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Online maps or written materials | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Others (please specify): | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

32n OST Site Manager Survey for School Year (Jan - May 2026)

(If “Yes” is selected in Q8, proceed to Q8.1 and Q8.2; otherwise, skip to Q9.)

Q8. Does your role include Grant Management responsibilities (Grant Manager, Fiscal Manager, CEO, etc.) as well as Direct Program Management responsibilities (Site Director, Site Supervisor)?

- Yes
- No

Q8.1 How often did you receive support from your grant management team in the following ways?

| | Weekly or every two weeks | Monthly | Every 2-3 months | Every 6 months | Almost never |
|--------------------|---------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Program Site Visit | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Virtual Meetings | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

Q8.2. How often do you typically communicate with your Grant Management Team (Grant Manager, Fiscal Manager, CEO, etc.) about the following?

| | Weekly or every two weeks | Monthly | Every 2-3 months | Every 6 months | Almost never |
|-----------------------------------|---------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Youth support | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Staffing support | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Program Issues | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Training/Professional Development | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

32n OST Site Manager Survey for School Year (Jan - May 2026)

Q9. What training or professional development opportunities did you or your team need during this period? Which of these did you or the team participate in?

| | Training not needed | Needed but NOT participated in | Participated in |
|---|-----------------------|--------------------------------|-----------------------|
| College and career exploration | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Community service/engagement | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Family engagement | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Homework help | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Literacy | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Math | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Physical/play activities | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Program quality improvement (i.e., YPQA, SEL-PQA from Weikart Center) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| STEAM | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Youth voice/leadership | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Wellness | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Other (please specify): | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

32n OST Site Manager Survey for School Year (Jan - May 2026)

Q10. Which, if any, of the following areas have been a significant challenge while operating the 32n OST program during this period? (Check all that apply.)

- Staff shortages
- High staff turnover rates
- Insufficient funds to run the program
- Lack of youth participation or interest
- Poor communication with families
- Youth needing mental social-emotional support that we have been unable to provide
- Families having needs that we have been unable to address
- Transportation to/from our program
- Other challenges (please explain): _____
- There have been no significant challenges within our program

Q11. Have you been able to address these challenges?

- Yes, all of them
- Yes, some of them
- No

Q12. Are there any areas where you would like additional support or information for your 32n OST program?

32n OST Site Manager Survey for School Year (Jan - May 2026)

Q13. Is there any additional information you wish to share with us about your program, your staff, your served youth, etc.?

THANK YOU !