
Assessing Early Childhood Systems Resources and Needs – Session 1

September 15, 2021



Today's Session

- Environmental scan definition, purpose, and goals
- Environmental scan workplans
- Data collection: surveys and interviews and best practices
- Survey and interview examples

Opening Polls

In my current role...

- I am the person responsible for conducting the environmental scan in my county
- I support the person responsible for conducting the environmental scan in my county
- I am not responsible for conducting the environmental scan, but I am interested in knowing more about this topic generally

Opening Polls

My county is.....

- Just beginning the HVC environmental scan
- In the process of conducting the HVC environmental scan
- Finished with the HVC environmental scan

Environmental Scan Definition, Purpose, & Goals

What is an Environmental Scan?

An environmental scan is a process used by an organization to assess internal strengths and weaknesses and external opportunities and threats to understand context, collect information, and identify resources, links, and gaps to guide strategic planning and decision making.

Environmental Scan Purpose and Goals

- Understand gaps in service
- Discover the greatest needs
- Recognize resource limitations
- Find service duplications
- Inform action planning
- Set achievable and relevant goals and objectives

Discussion

- What are your specific goals for conducting the HVC environmental scan?
- How are those the same or different from other environmental scans you have been involved in?

Environmental Scan Workplan

Example Workplan

Environmental Scan Workplan

ACTION STEPS	Key Activities	Person Responsible	Due Date(s)	Completion Date	Technical Assistance Needs	Notes
Assemble your team						
Add additional action steps						
Determine your purpose and goals						
Create your work plan						
Determine your data needs and data collection methodology						
Inventory the quality and capacity of current home visiting providers and other stakeholders						

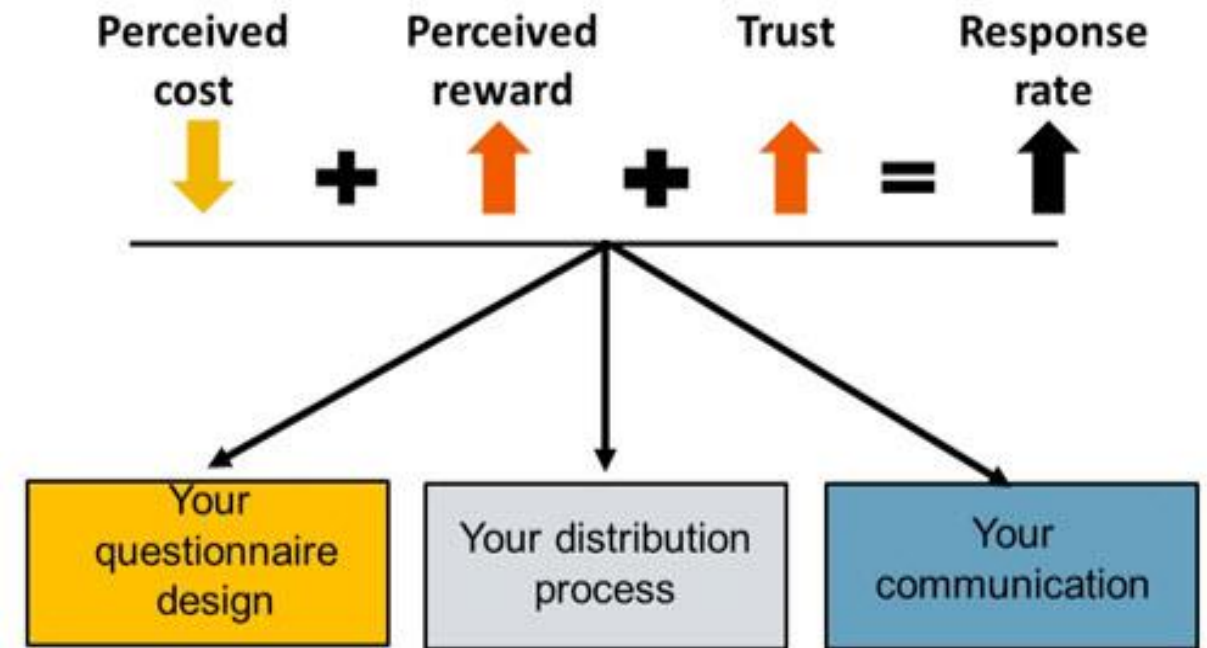
Data Collection: Surveys and Interviews

Data Collection: Surveys and Interviews

- Consider the purpose of the data collection
 - Why are you using surveys and interviews?
 - Who are the intended participants?
- How will you recruit participants?
- Who has the capacity to design and field the survey or conduct the interviews?

Principles of Social Exchange in Survey Design

- Benefits must outweigh risks
- Increase benefits
- Reduce costs



<https://news.nlm.gov/nec/2017/10/16/social-exchange-theory-and-questionnaires-part-1-questionnaire-design/>

Types of Survey Errors



Coverage

Possible respondents are left out

Example: low-income residents unable to access internet to respond



Sampling

Sample is not representative of the population*



Nonresponse

People who don't respond have different opinions than those who do

Example: the only people who respond are those with a certain opinion on home visiting



Measurement

Answers are inaccurate or invalid due to flaws in survey questions

Example: Ambiguous questions or misinterpretations

*because you can't survey an entire population, sampling error always exists to a degree.

Survey and Interview Best Practices

- Work with a partner
- Consider timing, length, formatting, & analytic plan
 - Do not overlap with other deadlines
 - Keep it short
 - Don't ask for data that you do not need or cannot analyze
 - Make it accessible

Survey and Interview Best Practices (Cont.)

- Be upfront about time commitment
- Specify who should participate
- Share plan for results dissemination & benefits to partners
- Remind participants of due date

Discussion

- Which of these best practices surprised you?
- Which of these best practices have worked well for you?

Survey and Interview Examples

Survey & Interview Examples

Sacramento County Family Support Services Environmental Scan

First 5 Sacramento, on behalf of the Home Visiting Coordination Collaborative (HVCC), is conducting this survey to better assist families in Sacramento County to access services, especially while recovering from the impact of the COVID pandemic. The information collected will help us to 1) assess the strengths and gaps related to family support services, and 2) to develop a unified, trauma-informed, and equitable system for Sacramento County families. We ask that each agency complete one survey. Please discuss with your colleagues to determine which staff will complete this survey. It may take approximately 15 minutes to complete. Thank you for coordinating efforts to make our results truly representative!

NOTE: This survey is NOT limited to home visiting programs. Please complete even if your agency does not provide home visiting.

Home Visiting Environmental Scan Interview Script

Thank you for agreeing to meet with me today. I'm with the California Center for Rural Policy, and we are conducting this interview as part of an environmental scan for First 5 Humboldt's Home Visiting Coordination Grant. We want to understand your current home visiting services and programs as well as where there might be opportunities for collaboration or expansion of services.

We will report the results of the scan to First 5 California and the Humboldt Home Visiting Workgroup.

You have been asked to participate because you work with an organization that offers home visiting services.

Resources

- [10 Tips for Building Effective Surveys](#)
- [MIECHV Needs Assessment Guide](#)
- [HVC Resources Google Drive: Annual Reporting: APR and Action Plan](#)

Group Discussion

Group Discussion

California County is starting their environmental scan, but they are having challenges bringing together all partners and home visiting providers. The project team would like to start their coordination process by understanding how many families are served by each program, and their capacity. Historically, HV providers have had a competitive relationship and rarely work together but have agreed upon a common coordination goal: getting families enrolled in a home visiting service that is right for them.

- What do you think their first steps should be?
- What challenges exist?
- What are some potential solutions?

Thank You!

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