RENEW Integrity Tool (RIT) PART I Facilitator Fidelity

(Malloy & Drake, 2012)

Instructions: This data collection tool is designed to 1) assess fidelity of implementation of the RENEW model, 2) assess the professional development needs of RENEW facilitators, and 3) assess the quality of RENEW service delivery.

The first RIT should be done with a facilitator after 6 months of providing services to youth, and then annually thereafter. Phase 4 questions should not be scored unless one or more youth are ready to transition out of RENEW services. The RIT should be completed for all youth for whom the facilitator has enrolled between the previous 3-15 months.

The RIT is completed at the Facilitator level by a RENEW staff member who interviews the facilitator, collects or views data and artifacts, and interviews youth and family members.

Facilitator:Agency/School:	
Date RIT Completed:	Project (If applicable):
First RIT: Annual RIT: Nu	imber of youth served since project started:
Number of currently active youth with this facilitator (youth included in	this RIT):
Dates Facilitator Received Training:	
Enrollments:	
Period beginning (mo./year)/ and ending (mo./year): How many youth have been approached to enroll in RENEW? Of those, how many youth agreed to participate?	
maps?How many youth agreed to participate?How many youth formed individualized RENEW teams?How	• • • •

Ph	ase 1: Engagement and	Fully				
	apping	Implemented (4)	Mostly (3)	Somewhat (2)	Minimally (1)	Never (0)
1.	The facilitator can	The facilitator				
	describe, in measurable	describes with	describes with	describes with	describes with	cannot describe
	terms, the	80%-100%	50% - 79%	25%-50% accuracy	accuracy fewer	any of the
	agency/school's	accuracy the	accuracy the	the	than 25% the	school/agency
	eligibility criteria for	school/agency's	school/agency's	school/agency's	school/agency's	eligibility criteria
	RENEW	eligibility criteria	eligibility criteria	eligibility criteria	eligibility criteria	for RENEW
		for RENEW	for RENEW	for RENEW	for RENEW	
2.	Every youth on the	The facilitator	The facilitator	The facilitator	The facilitator	The facilitator did
	facilitator's caseload	engaged and	engaged and	engaged and	engaged and	not enroll in
	that met the eligibility	enrolled in	enrolled in	enrolled in	enrolled in	RENEW any
	criteria for RENEW was	RENEW 80%-	RENEW 50%-	RENEW 25%-	RENEW fewer	youth on his or her
	enrolled in RENEW.	100% of the	79% of the	49% of the youth	than 25% of the	caseload who
		eligible youth on	eligible youth on	on his or her	youth on his or her	were eligible.
		his or her caseload	his or her caseload	caseload who was	caseload who	
		who was eligible.	who was eligible.	eligible.	were eligible.	
3.	The facilitator	The facilitator	The facilitator	The facilitator	The facilitator	The facilitator
	completed all required	completed 100%	completed 80%-	completed 60%-	completed 40%-	completed fewer
	RENEW training	of the initial and	99% of the	79% of the	59% of the	than 39% of the
	sessions.	booster sessions of	RENEW required	RENEW required	RENEW required	RENEW required
		RENEW required	training sessions	training sessions	training sessions	training sessions
<u> </u>	The DESTRUCTION OF THE PROPERTY OF THE PROPERT	training.	and boosters.	and boosters.	and boosters.	and boosters.
4.	The RENEW facilitator	Facilitator was	Facilitator	Facilitator	Facilitator	There were no
	participated in ongoing	fully prepared and	attended,	attended,	attended,	coaching meetings
	coaching (at least 1 X	fully participated	participated in and	participated in and	participated in and	or the facilitator
	per month) from a	in 80%-100% of	was prepared for	was prepared for	was prepared for	participated 0% of
	trained RENEW coach	every scheduled	between 50% and	between 25% and	fewer than 25% of	the time.
	including sharing futures	meetings with the	79% of the	49% of the	the scheduled	
	plans, action plans,	RENEW coach.	scheduled	scheduled	coaching meetings	
	tracking forms, and		coaching meetings	coaching meetings		
_	service data.	771	771	Tri '	Tri '	TDI .
5.	The youth and his or her	There is				

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parent received a full	documentation	documentation	documentation	documentation	documentation
orientation to the	that 80%-100% of	that 50%-79% of	that 25%-49% of	that fewer than	that 0% of youth
RENEW process.	the youth and	the youth and	the youth and	25% of the youth	and family
	family members	family members	family members	and family	members received
	received a full	received a full	received a full	members received	a full orientation –
	orientation –	orientation –	orientation –	a full orientation –	
6. Every youth who	There are the		There are the		There are no
enrolled and his or her	proper signed		proper signed		signed consents on
parents signed	consents on file		consents on file		file for the youth
school/agency consent	for 100% of the		for fewer than		and their family
documents required to	youth and their		100% of the youth		members
participate in RENEW.	family members		and their family		
	•		members		
7. The Roles and	The Roles and	The Roles and	The Roles and	The Roles and	There are no
Responsibilities	Responsibilities	Responsibilities	Responsibilities	Responsibilities	signed Roles and
agreement was	agreements were	agreements were	agreements were	agreements were	Responsibilities
discussed with each	signed and on file	agreements on file			
youth who enrolled in	for 80%-100% of	for 50% - 79% of	for 25%-49% of	for fewer than	for the youth
RENEW & signed.	the youth enrolled.	the youth enrolled.	the youth enrolled.	25% of the youth	enrolled.
TELL (E) Co signed.	the youth emonet.	the youth omoreu.	and youth omorrous	enrolled.	om oned.
8. The facilitator's	The meetings	The meetings	The meetings	The meetings	The meetings
schedule allowed for	were held at times,	were held at times,	were held at times,	were held at times	times were always
youth to choose the	frequencies, and	frequencies and	frequencies and	chosen by the	chosen by the
mapping meeting times,	locations chosen	locations chosen	locations chosen	youth less than	staff/facilitator.
frequencies and	by 80%-100% of	by 50%-79% of	by 25%-49% of	25% of the youth	
locations.	the youth	the youth	the youth		
9. Each youth chose who	Individuals invited	Individuals invited	Individuals invited	Individuals invited	Individuals invited
would participate in his	to the mapping	to the mapping	to the mapping	to the mapping	to the mapping
or her mapping	meetings were	meetings were	meetings were	meetings were	meetings chosen
meetings.	chosen by the	been chosen by	chosen by the	chosen by the	by the youth fewer
	youth 100% of the	the youth 75%-	youth 50%-74%	youth 25%-49%	than 25% of the
	time	99% of the time	of the time	of the time	time
10. The first futures plan	There is	There is	There is	There is	There is

-	1				
mapping meeting was	documentation	documentation	documentation	documentation	documentation
held within 3 weeks	that the first	that the first	that the first	that the first	that the first
after the Roles and	mapping meeting	mapping meeting	mapping meeting	mapping meeting	mapping meeting
Responsibilities	took place within	took place within	took place within	took place within	took place within
Agreement was signed.	3 weeks for 100%	3 weeks for 75-	3 weeks for 50%-	3 weeks for 25%-	3 weeks for fewer
	of the youth	99% of the youth	74% of the youth	49% of the youth	than 25% of the
				·	youth
11. The initial futures	There is	There is	There is	There is	There is
planning process was	documentation	documentation	documentation	documentation	documentation
completed within 30	that the mapping	that the mapping	that the mapping	that the mapping	that the mapping
days.	process was	process was	process was	process was	process was
	completed within	completed within	completed within	completed within	completed within
	30 days for 100%	30 days for 75% -	30 days for 50%-	30 days for 25%-	30 days for less
	of the youth	99% of the youth	74% of the youth	49% of the youth	than 25% of the
	or the journa	3370 01 0110 3 0 0 001	7 170 of the goden		youth
12. Mapping was conducted	There is	There is	There is	There is	There is
on flip chart paper (or	documentation	documentation	documentation	documentation	documentation
similar visual) and all	that flip charts (or	that flip charts (or	that flip charts (or	that flip charts (or	that flip charts (or
maps were completed:	similar visual)	similar visual)	similar visual)	similar visual)	similar visual)
History, Today,	were used and all	were used and all	were used and all	were used and all	were used and all
Strengths/Accomplish-	MAPS were	MAPS were	MAPS were	MAPS were	MAPS were
ments, People,	completed for	completed for	completed for	completed for	completed for
Preferences, Dreams,	90%-100% of the	75%-89 % of the	50%-74% of the	25%-49% of the	fewer than 25% of
Fears, Goals, Next	youth.	youth	youth	youth	the youth
	youn.	youn	youn	youn	the youth
Steps.					
13. The youth identified his	The maps show	The maps show	The maps show	The maps show	The maps show
or her strengths, goals,	that 80-100% of	that 75-89% of the	that 50-74% of the	that 25%-49% of	that fewer than
roadblocks, and needs	youth identified	youth identified	youth identified	the youth	25% of the youth
for support and help.	his or her	his or her	his or her	identified his or	identified his or
	strengths, goals,	strengths, goals,	strengths, goals,	her strengths,	her strengths,
	roadblocks, and	roadblocks, and	roadblocks, and	goals, roadblocks,	goals, roadblocks,
	support needs.	support needs.	support needs.	and support needs.	and support needs.
14. At the end of the initial	There is a	There is a	There is a	There is a	There is a

mapping process, the	documentation of	documentation of	documentation of	documentation of	documentation of			
youth and facilitator	specific goals,	specific goals,	specific goals,	specific goals,	specific goals,			
identified specific	objectives, next	objectives, next	objectives, next	objectives, next	objectives, next			
objectives, next steps,	steps, and criteria	steps, and criteria	steps, and criteria	steps, and criteria	steps, and criteria			
and criteria for	for success for	for success for	for success for	for success for	for success for			
successful outcomes.	90%-100% of the	75%-89% of the	50%-74% of the	25%-49% of the	fewer than 25% of			
	youth	youth	youth	youth	the youth			
15. The youth attended every mapping meeting, or notified the facilitator if he or she wanted to cancel the meeting.	Youth were in attendance at 100% of mapping meetings				Youth were in attendance at fewer than 100% of the mapping meetings.			
TOTAL SCORES								
Fidelity SCORE for Engagement:								
1. Total Points: Divided by 60 possible total points=%								

2. Initial Plan Development	Fully Implemented (4)	Mostly (3)	Somewhat (2)	Minimally (1)	Almost Never (0)
16. The youth and	There is				
facilitator	documentation that	documentation	documentation	documentation	documentation
worked together	the youth and	every youth and	every youth and	every youth and	every youth and
to identify and	facilitator worked				
invite people	together to identify				
who were	and invite people				
critical to the	who were critical to				
accomplishment	the accomplishment	the accomplishment	the accomplishment	the accomplishment	the accomplishment
of the goals to	of the goals 90%-	of the goals 75%-	of the goals 50%-	of the goals 25%-	of the goals less
be part of the	100% of the time	89% of the time	74% of the time	49% of the time	than 25% of the
youth's team.					time
17. The	Every youth's				
parent/caregiver	parent/caregiver	parent/caregiver	parent/caregiver	parent/caregiver	parent/caregiver
was invited to	was invited to the				
be a member of	youth's meetings				
the youth's team	90%-100% of the	75%-89% of the	50%-74% of the	25%-49% of the	fewer than 25% of
	time.	time.	time.	time.	the time
18. Every	90%-100% of the	75%-89% of the	50%-74% of the	25%-49% of the	Fewer than 25% of
parent/caregiver	parents/caregivers	parent/caregivers	parent/caregivers	parent/caregivers	the
viewed the	have viewed the	can articulate the	can articulate the	can articulate the	parent/caregivers
futures plan as	futures plans and	goals of their child's	goals of their child's	goals of their child's	can articulate the
presented by the	can articulate the	futures plan	futures plan	futures plan	goals of their child's
youth.	goals in their child's				futures plan
	futures plan				
19. The first	There is				
individual youth	documentation that				
team meeting	the first team				
was held within	meeting was held	meeting was held	meeting was held	meeting was held	meetings held
3 weeks of map	within 3 weeks for				
completion.	100% of the youth	75%-99% of the	50%-74% of the	25%-49% of the	25% of fewer of the

		.1	.1	.1	.,
20 411 : :	mı ·	youth	youth	youth	youth
20. All people who	There is				
attended the	documentation that				
team meetings	through team				
received an	surveys that indicate				
orientation to	that 90%-100% of	that 75%-89% of	that 50%-74% of	that 25%-49% of	that fewer than 25%
the process prior	team members have	team members have	team members have	team members have	of team members
to the meeting,	a clear	a clear	a clear	a clear	have a clear
including what	understanding of				
their roles were	their roles in the				
and how they	meetings	meetings	meetings	meetings	meetings
could					
contribute.					
21. The youth	There is evidence				
developed the	that 90%-100% of	that 75%-89% of	that 50%-74% of	that 25%-49% of	that fewer than 25
-					
groundrules for	the youth developed	the youth developed	the youth developed	the youth developed	% of the youth
the meetings.	the meeting	the meeting	the meeting	the meeting	developed the
	groundrules	groundrules	groundrules	groundrules	meeting groundrules
	(through	(through	(through	(through	(through
	observation or				
22 771	interviews)	interviews)	interviews)	interviews)	interviews)
22. The youth	There is evidence				
presented his or	that 80%-100% of	that 60%-80% of	that 40%-59% of	that 20%-39% of	that fewer than 20%
her MAPs and	the youth presented	the youth presented	the youth presented	the youth presented	of the youth
needs at the first	their MAPS to the	presented their			
individualized	team (through	team (through	team (through	team (through	MAPS to the team
team meeting	observation or	observation or	observation or	observation or	(through
and as needed.	interviews)	interviews)	interviews)	interviews)	observation or
					interviews)
23. The first team	There are written	There are written	There are written	There are written	None of the youth
meeting resulted	Youth/Team plans	Youth/Team plans	Youth/Team plans	Youth/Team plans	served have here are
in a written	with specifics for	with specifics for	with specifics for	with specifics for	written Youth/Team
Youth/Team	80%-100% of the	50%-79% of the	25%-49% of the	fewer than 25% of	plans.

Plan with goals, objectives, timeframes and persons assigned to each objective.	youth	youth	youth	the youth	
24. Data was integrated into the Youth/Team plan.	Plans include measures of success and data points 80%-100% of the time	Plan include measures of success and data points 50%-79% of the time	Plan includes measures of success and data points 25%-49% of the time	Plan includes measures of success and data points fewer than 25% of the time	There are no plans with measures of success or data points.
25. The concerns of all team members, especially those of the youth and parent, were considered in the development of the Youth/Team Plan.	The concerns of team members were evident in 80%-100% of the Youth/Team plans	The concerns of team members were evident in 50%-79% of the Youth/Team plans	The concerns of team members were evident in 25%-49% of the Youth/Team plans	The concerns of team members were evident in fewer than 25% of the Youth/Team plans	There is no evidence that concerns of team members were evident in the Youth/Team plans
26. The Youth/Team plan related directly to the expressed needs and goals of the youth. TOTAL SCORE	Flip charts cross checked against the plan show that the goals of the youth are in 100% of Youth/Team plans	Flip charts cross checked against the plan show that the goals of the youth are in 75%-99% of the Youth/Team plans	Flip charts cross checked against the plan show that the goals of the youth are in 50%-74% of the Youth/Team plans	Flip charts cross checked against the plan show that the goals of the youth are in 25%-49% of the Youth/Team plans.	Flip charts cross checked against the plan show that the goals of the youth are in less than 25% of the Youth/Team plans
TOTAL SCORE					

SCORE for Initial Plan Development:	
Total Points =/44 total possible points=	%

3. Plan Implementation and Refinement	(4) Fully Implemented	Mostly (3)	Somewhat (2)	Minimally (1)	Almost Never (0)
27. Meetings were scheduled and held frequently enough to accomplish the futures plan goals (as agreed upon by youth and team members)	There is documentation that shows that meetings were held as planned 80%-100% of the time (action plan activities are being met)		There is documentation that shows that meetings were held as planned 50%-79% of the time		There is documentation that shows that meetings were held as planned fewer than 25% of the time
28. The futures plan, including the youth's strengths, needs, and the goals were the focus of every meeting.	Meeting documentation shows that the youth's goals were the focus of 90%-100% of all meetings (action plans)	Meeting documentation shows that the youth's goals are the focus of 75%- 89% of all meetings (action plans)	Meeting documentation shows that the youth's goals are the focus of 50%-74% of all meetings (action plans)	Meeting documentation shows that the youth's goals are the focus of 25%-49% of all meetings (action plans)	Meeting documentation shows that the youth's goals are the focus of fewer than 25% of all meetings (action plans)
29. The youth facilitated every meeting as much as he or she could and wanted.	Observation or survey shows that 80%-100% of the meetings were led by the youth	Observation or survey shows that 50%-79% of the meetings were led by the youth	Observation or survey shows that 25%-50% of the meetings were led by the youth	Observation or survey shows that fewer than 25% of the meetings were led by the youth	Observation or survey shows that no meetings were led by the youth
30. Youth were present and engaged at every meeting.	Documentation shows that every youth participated in 100% of the meetings		Documentation shows that youth participated in 50%- 99% of the meetings		Documentation shows that every youth participated in fewer than 50% of the meetings

0.4 = 1					
31. Team members	There is	There is	There is	There is	There is
followed	documentation	documentation that	documentation that	documentation that	documentation that
through on their	that action steps	action steps were	action steps were	action steps were	none of the action
assignments.	were completed	completed 60%-	completed 40%-59%	completed between	steps ever completed.
	80%-100% of the	79% of the time.	of the time.	1% and 39% of the	
	time.			time.	
32. The youth,	100% of the	80%-99% of the	60%-79% of the	40%-60% of the	Fewer than 39% of
facilitator, and	educational goals	educational goals	educational goals	educational goals	the educational goals
team members	and needs of each	and needs of each	and needs of each	and needs of each	and needs of each
developed	youth were	youth were	youth were	youth were	youth were
and/or	addressed by the	addressed by the	addressed by the	addressed by the	addressed by the
coordinated	team	team	team	team	team
education- related					
activities and					
supports as					
identified in the					
Futures Plan					
	000/ 1000/ 6.1	600/ 7 00/ 6.1	400/ 500/ 5.1	250/ 200/0/ 6.1	F 4 250/ C
33. The youth,	80%-100% of the	60%-79% of the	40%-59% of the	25%-39%% of the	Fewer than 25% of
facilitator, and team members	vocational/empoy-	vocational/employ	vocational/employm	vocational/employm	the
	ment goals and	ment goals and	ent goals and needs	ent goals and needs	vocational/employm
developed and/or	needs of each	needs of each youth	of each youth were	of each youth were	ent goals and needs
coordinated the	youth were	were addressed by	addressed by the	addressed by the	of each youth were
employment,	addressed by the	the team	team	team	addressed by the
work-based	team				team
learning, and					
internship					
activities, as					
identified in the					
Futures Plan.					
34. Community	There is evidence	There is evidence	There is evidence	There is evidence	There is evidence
resources are	that every youth	that 75%-99% of	that 50%-74% of	that 25%-49% of	that fewer than 25%
being accessed	has accessed at	youth has accessed	youth has accessed at	youth has accessed at	or none of the youth
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have and for the	1,004,000,000	at 1 a a t a m a m a m a m a m a m a m a m a	10004 000 0000	10004 000 0000	has accessed at least
by and for the	least one new	at least one new	least one new	least one new	has accessed at least
youth.	activity, service or	activity, service or	activity, service or	activity, service or	one new activity,
	resource since	resource since	resource since	resource since	service or resource
	starting the	starting the process	starting the process	starting the process	since starting the
	process				process
35. Behavior	The action plans	The action plans	The action plans	The action plans	The action plans
supports are	document the	document the	document the	document the	document the
provided as	provision of	provision of	provision of behavior	provision of behavior	provision of behavior
indicated by the	behavior supports	behavior supports	supports for 50%-	supports for 25%-	supports for fewer
youth's needs	for 100% of youth	for 75%-99% of	74% of youth who	49% of youth who	than 25% of youth
and plan.	who need it	youth who need it	need it	need it	who need it
36. Accomplishme	Action plan and	Action plan and	Action plan and	Action plan and	Action plan and
nts of the youth	surveys or	surveys or	surveys or interviews	surveys or interviews	surveys or interviews
and team are	interviews show	interviews show	show that youth and	show that youth and	show that youth and
documented	that youth and	that youth and team	team progress was	team progress was	team progress was
and recognized	team progress was	progress was	recognized at 25%-	recognized at fewer	never are recognized
at every	recognized at 80%	recognized at 50%-	49% of the meetings.	than 25% of the	at the meetings.
meeting.	100% of the	79% of the		meetings.	
	meetings.	meetings.			
37. A written action	Written action	Written action	Written action plans	Written action plans	Written action plans
plan is developed	plans are	plans are completed	are completed at the	are completed at the	are completed at the
at the end and	completed at the	at the end of every	end of every	end of every	end of every
reviewed at the	end of every	meeting, distributed	meeting, distributed	meeting, distributed	meeting, distributed
beginning of	meeting,	to members, and	to members, and	to members, and	to members, and
every meeting,	distributed to	reviewed at the	reviewed at the next	reviewed at the next	reviewed at the next
and is shared	members, and	next meeting 60%-	meeting 40%-59% of	meeting 25%-39% of	meeting less than
with all team members.	reviewed at the	79% of the time	the time	the time	25% of the time
members.	next meeting				
	80%-100% of the				
	time				
38. The youth has	The facilitator has	The facilitator has	The facilitator has	The facilitator has	The facilitator has
had the same	worked the same	worked the same	worked the same	worked the same	worked the same
facilitator	youth 100% of the	youth 80%-99% of	youth 50%-79% of	youth 25%-49% of	youth less than 25%

throughout the	time since the	the time since the	the time since the	the time since the	of the time since the	
process	beginning of the	beginning of the	beginning of the	beginning of the	beginning of the	
	process	process	process	process	process	
TOTAL SCORES						
TOTAL COORE (DI I I (d)	ID C				
TOTAL SCORE for	Plan Implementation	and Reffnement;				
Number of Points A	chieved:	/ 48 tota	l possible points=			
Trained of Folias II.	<u> </u>					
TOTAL RIT SCO	RE:					
Engagement:		Points:				
Initial Plan Development:		Points:				
Plan implementation and refinement:		Points:				
TOTAL C		D • 4	/ 1 5 0	a/ OVED	ALL DITT GCODE	
TOTALS:		Points:	/ 152 =	% OVERA	ALL RIT SCORE	

Documents to Collect and Additional Items:

- 1. Youth/Team Plan
- 2. View MAPS
- 3. Facilitator Training and Booster Trainings Attended Dates:

WI EX (Ti ind ha rel	FOR YOUTH HO HAVE TITED RENEW his does not lude youth who we been placed or ated without evious notice)	Fully Implemented (4)	Mostly (3)	Somewhat (2)	Minimally (1)	Never (0)
1.	Youth exit	80%-100% of youth		50%-79% of youth		50% or more of
	RENEW in a positive manner	exited RENEW in a positive manner		exited RENEW in a positive manner		youth dropped out of the process
	positive manner	positive manner		positive manner		before having
						achieved their goals
2.	Youth exit	100% of youth who	80%-99% of youth	50%-79% of youth	25%-49% of youth	Fewer than 25% of
	RENEW with a	exited RENEW had	who exited RENEW	who exited RENEW	who exited RENEW	youth who exited
	written set of	a written set of	had a written set of	had a written set of	had a written set of	RENEW had a
	goals and next	goals and next steps	goals and next steps	goals and next steps	goals and next steps	written set of goals
	steps	000/ 1000/ 6/1	600/ 7 00/ 641	400/ 500/ 6/1	250/ 200/ 6/1	and next steps
3.	Transitioning out of RENEW	80%-100% of the	60%-79% of the	40%-59% of the	25%-39% of the	Fewer than 25% of
	has been	youth who exited RENEW did so	youth who exited RENEW did so	youth who exited RENEW did so	youth who exited RENEW did so	the youth who exited RENEW did
	discussed with	after agreement by	after agreement by	after agreement by	after agreement by	so after agreement
	the youth and	the team	the team	the team	the team	by the team
	the team.					7 1
4.	The data show	Team discussion	Team discussion	Team discussion	Team discussion	Team discussion
	that the youth	and goal attainment	and goal attainment	and goal attainment	and goal attainment	and goal attainment
	had met his or	show that 80%-	show that 60%-	show that 40%-	show that 25%-	show that fewer
	her goals and	100% of the youth	79% of the youth	59% of the youth	39% of the youth	than 25% of the
	had sufficient	who exited RENEW	who exited RENEW	who exited RENEW	who exited RENEW	youth who exited
	resources to	were ready for a	were ready for a	were ready for a	were ready for a	RENEW were ready
	transition to a less intensive	less intensive service	less intensive service	less intensive	less intensive	for a less intensive service
		service	service	service	service	service
	service or					

support system.					
5. The youth	There is an				
exited with a	identified point				
designated point	person who has the				
person who will	ability and time to				
continue to	check in a monitor				
check in and	the progress for				
monitor	100% of the youth	80%-99% of the	50%-79% of the	25%-49% of the	fewer than 25% of
progress.	who exited RENEW	youth who exited	youth who exited	youth who exited	the youth who
		RENEW	RENEW	RENEW	exited RENEW
TOTAL SCORE					
SCORE for Exiting RENEW:					

Total Points Achieved _____/ 20 points=_____ % Overall Fidelity Score for Exiting RENEW

RENEW Integrity Tool (RIT) PART II Meeting Facilitation Observation

INSTRUCTIONS: This checklist should be completed with new facilitators and at least once a year by a supervisor or trainer to ensure that the facilitator is using best practices and high quality facilitation techniques. The checklist is completed by observing a facilitator in at least one futures planning meeting with a youth. This checklist may be used as part of a staff evaluation. This checklist includes a list of skills from descriptions and training frameworks for group facilitation (Patty Cotton, 2003; Sam Kaner & David Sibbet, 2000).

FacilitatorObserver		Date of Observation			
Indicator and Behavior	Always	Sometimes	Seldom or	Comments	
	Present	Present	Present (less		
The facilitator	(90%+)	(50-90%)	than 50%)		
	(3)	(2)	(1)		
1. Is neutral; s/he does not take sides and does not					
express or advocate points of view during the process.					
2. Is aware of group and organization dynamics, in order					
to foster natural group strengths.					
3. Supports and ensures that the youth is respected and					
is the primary authority regarding his/her life decisions.					
4. Creates procedures for and effectively facilitates					
meetings (i.e. well developed agendas, decision making					
methods, ground rules etc.)					
5. Uses clear and simple language that ensures that all					
individuals stay with the process rather than rush to					

premature solutions.					
6. Manages conflicts within the group and uses the					
incidents as learning opportunities for the process itself.					
7. Uses facial expressions and body language that					
expresses empathy and understanding (looks at the					
person speaking, summarizes, reflects, appropriately).					
8. Elicits positive responses from the youth (he/she					
wants to talk more, affirms that he or she has been					
heard, etc.)					
9. Asks open-ended questions and questions that					
promote exploration of ideas and insight					
10. Shows patience, let's silence occur, and does not talk					
to fill space					
11. Uses the flip charts recording to facilitate group and					
individual learning					
12. Records, summarizes and shares information such					
that it is accessible to and clear to everyone.					
13. The facilitator tells the youth what will happen, and					
next steps (orients and summarizes).					
	,	1			
Meeting Facilitation Observation					
Total Number of Points Achieved:/39 Total Possible Points:%					