

Steps to utilize when developing new supports/services for Transition Age Youth (TAY) (January 2020)

STEP 1: ENGAGEMENT

- I. **Youth Engagement** allows for continual buy-in by youth and young adults and allows them to take ownership in the supports and services in their community as supporting the next generation of youth and young adults. Consider the following:
 - a. The community has an active Regional Youth Council/Youth Advisory Council which not only provides independent living skills and leadership opportunities to TAY but also services to inform our agency on how to improve services for youth and young adults
 - b. The community's Regional Interagency Council has an active Youth Representative/Alternate
 - c. TAY are involved in the planning and implementation of the new program/support from the beginning. This includes discussions on what TAY feel they need in the community, location, age range for service, time, how often, content, outreach, marketing, etc.)
 - d. TAY are compensated adequately for their time in attending planning/implementation meetings
- II. **Community Engagement:** Utilize community partnerships to gain feedback and insight on services/support needs. Engage TAY and community partners together for planning and implementation of new services/supports.

STEP 2: PLANNING AND IMPLEMENTATION

After gaining purposeful involvement from TAY and community partners in the planning and implementation, utilize the following to assist in planning and implementing new services/supports.

- I. **Utilize Population Data** that includes the following to assist in determining the most populated areas as well as where the highest need is for services and supports:
 - a. demographic and population information within each county for that age range
 - b. prevalence rates
 - c. percentage served within the CMHC
- II. **Complete a Community Services list** that outlines all of the available community supports/services in the community that are specifically geared towards TAY. This can assist in determining where the gaps in services/supports exist. Include the following information on the list:
 - a. Provider Name
 - b. Service type
 - c. Eligibility parameters (age, diagnosis, need, etc.)
 - d. Cost
 - e. Location/hours of operation
- III. **Convene Focus Groups:** In addition to including TAY on planning and implementation teams, considering convening at least two focus groups within the community:
 - a. A focus group that includes potential age group/population that will be served
 - b. A focus group that includes the family members/supports of the potential age group/population
- IV. **Planning and Implementation:** Utilize population data, the community needs survey, focus group information and feedback from community partners and TAY to decide on the best service or support to implement at this time. It is also important to ensure that the service/support focuses on building strengths and protective factors rather than focusing on symptoms, deficits, pathology, or diagnosis.
- V. **Implementation Timeline:** Utilize a timeline of at least 6 months to allow for authentic and purposeful engagement and discussion with TAY and community partners regarding planning and implementation of the new service/support. Consider the following during the implementation process, ensuring that **decisions are focused on what is user friendly for the targeted population:**
 - a. Staffing/training/coaching for service/support and service providers who like working with TAY and who understand youth culture and development
 - b. Location/Hours of operation and age range for the service/support focusing on quick access and minimal hoops to jump through to receive the service/support
 - c. Outreach/marketing/social media