

QUALITY YOUTH DEVELOPMENT SYSTEM

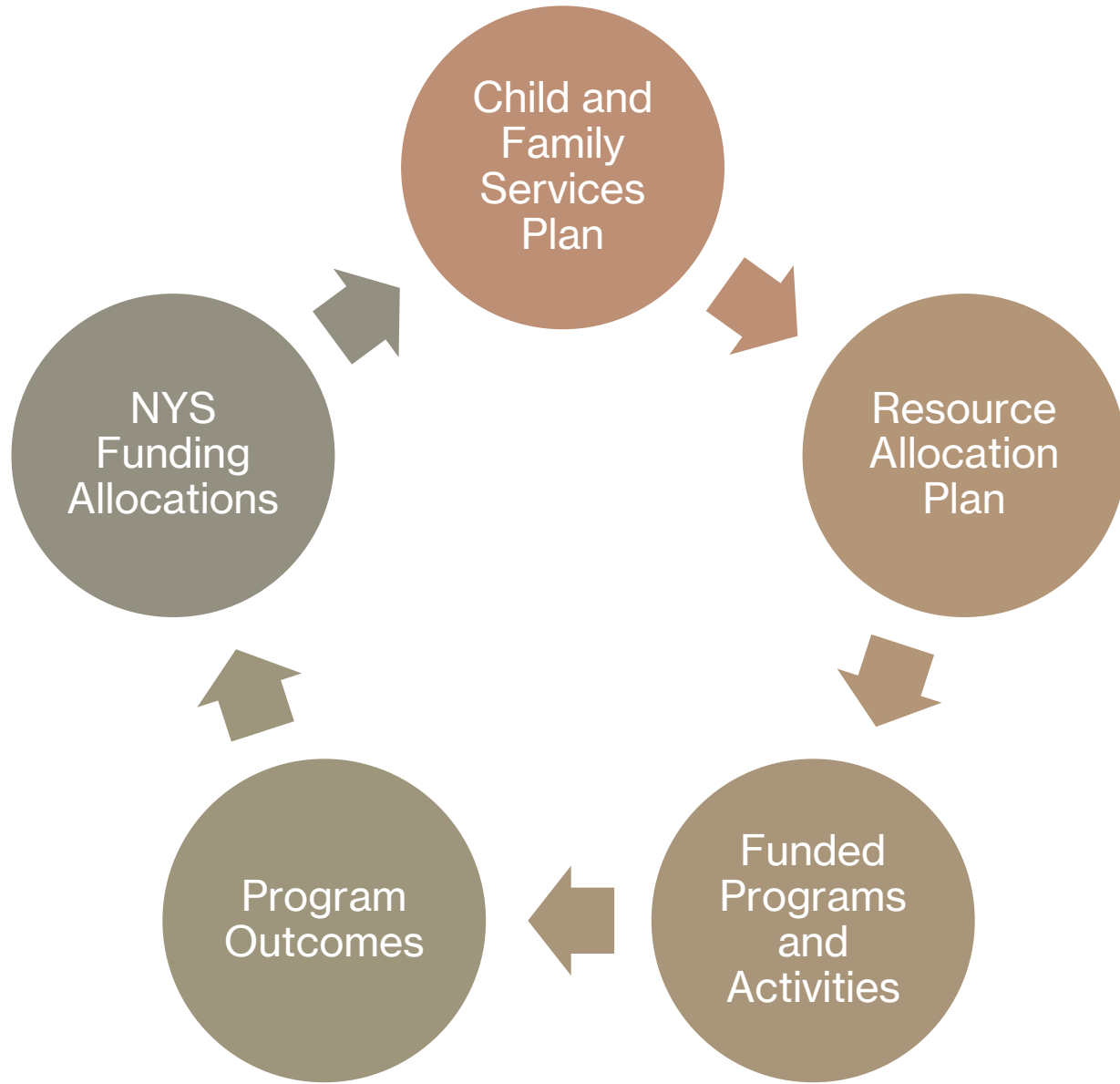
Erie County Youth Bureau

August 2026



WHAT IS THE QUALITY YOUTH DEVELOPMENT SYSTEM (QYDS)?

- QYDS is an **online database** hosted by the Office of Children and Family Services.
- This database contains all state allocations (funding) amounts, copies of policies, procedures and forms, and support documents.
- An important component of the QYDS is the **Resource Allocation Plan (RAP)**.
- The RAP is where Youth Bureaus are required to enter each funded program, program summary, funding amounts, and other information. Essentially, this is where each County Youth Bureau tells OCFS “this is what we are doing with the funding”.
- Every program listed in the RAP must address a need which is identified in the **Child and Family Services Plan (CFSP)**.
- The CFSP is a Countywide plan each County must complete annually which outlines how the County will address a wide variety of youth and family needs (child welfare, juvenile justice, youth development, runaway and homeless youth, etc.)



WHAT IS THE QYDS FORM?

- The QYDS forms used to include Forms 5001, 5002, and 5003.
- These forms provide detailed information about your program, your target audience, projections for the year, demographics, languages, etc.
- These forms also require funded programs to specify how the program meets the 8 Principles of Positive Youth Development.
- **NEW THIS YEAR!** There will only be one form to complete. Information required in the three forms has been consolidated into one to remove redundancy.
- **ALSO NEW THIS YEAR!** Our deadline is three months earlier!!
- The QYDS form will be due to your Planning Coordinator by **Monday, August 24th!**
- **Following this presentation, you will receive an email from your Planning Coordinator for the year, who will introduce themselves and provide the new form.**

NEW QYDS FORM

ERIE COUNTY YOUTH BUREAU PROGRAM SUMMARY

Replaces OCFS-5001, OCFS-5002, OCFS-5003

PROGRAM TITLE: Click or tap here to enter text.

PERIOD OF PROGRAM OPERATION: From: Date To: Date

FUNDING INFORMATION

TOTAL PROGRAM AMOUNT: Click or tap here to enter text.

TOTAL FUNDS REQUESTED: Click or tap here to enter text.

TOTAL FUNDS AWARDED: Click or tap here to enter text.

AGENCY INFORMATION

Private, Not-for-Profit ☐ Public ☐ Religious Corporations ☐ FEDERAL ID: NYS CHARITIES REG:

AGENCY NAME: Click or tap here to enter text.

PROGRAM NAME: Click or tap here to enter text.

MAILING ADDRESS: Click or tap here to enter text.

ADDRESS 2: Click or tap here to enter text.

CITY: Click or tap here to enter text. STATE: NY ZIP CODE: Zip Codes

AGENCY WEBSITE: Click or tap here to enter text.

PRIMARY CONTACT PERSON:

LAST NAME: Click or tap here to enter text. FIRST NAME: Click or tap here to enter text.

PHONE: Click or tap here to enter text. FAX NUMBER: Click or tap here to enter text.

EMAIL: Click or tap here to enter text. TITLE: Select

EXECUTIVE DIRECTOR / CEO:

LAST NAME: Click or tap here to enter text. FIRST NAME: Click or tap here to enter text.

PHONE: Click or tap here to enter text. FAX NUMBER: Click or tap here to enter text.

EMAIL: Click or tap here to enter text.

EXECUTIVE DIRECTOR/BOARD CHAIRPERSON SIGNATURE

SERVICES, OPPORTUNITIES AND SUPPORTS

- One required section of the QYDS form asks you to select at least one Life Area and Service/Opportunity/Support which you will measure this year.
- On funding proposals, most agencies selected multiple Life Areas to describe their program. You only need to select one (minimum).
- Only the following Life Areas and SOS's are eligible this year:
 - Work Readiness Supports
 - Career Development Supports
 - Life Skills Supports
 - Mental Health Supports
 - Dropout Prevention Supports
 - Youth Leadership Opportunities
 - JD Prevention Services
 - Safe Place Out of School Time Services (must be paired with at least 1 other SOS)
 - Family Supports
 - Anger Management/Conflict Resolution Supports
 - Mentoring Supports

SERVICES, OPPORTUNITIES AND SUPPORTS (CONT'D)

- <https://www3.erie.gov/youthservices/sites/www3.erie.gov.youthservices/files/2025-10/coding-document-for-ocfs-5003.pdf>

0120. Work Readiness Supports: A program which develops a youth's capacity to move toward employment. Includes but is not limited to assisting youth with creating resumes, job seeking, interviewing, understanding employer and workplace expectations, positive work habits, job shadowing/unpaid internships, and understanding behaviors, attitudes, and skills necessary to compete in the labor market.

Performance Measures

How Much

- **0120A.1** # of youth enrolled in the program (unduplicated)

How Well

- **0120B.1** #/% of staff with training and/or certification in teaching work readiness skills
- **0120B.2** % of teens that report being supported by staff

Better Off

- **0120C.1** #/% of youth obtaining a job
- **0120C.2** #/% of youth with improved workplace readiness skills

ERIE COUNTY YOUTH BUREAU PROGRAM SUMMARY

Replaces OCFS-5001, OCFS-5002, OCFS-5003

SERVICES, OPPORTUNITIES AND SUPPORTS

Select one life area you will track. Refer to the [Coding Document for NYS Touchstones](#) and the list below. The Life Area, Goals, Objectives, and Performance Measures will be reported to the Youth Bureau in your annual report. Eligible SOS for 2026-27 funded programs are as follows:

- | | |
|--|--|
| <ul style="list-style-type: none">• Work Readiness Supports• Career Development Supports• Life Skills Supports• Mental Health Supports• Dropout Prevention Services• Youth Leadership/Empowerment Opportunities | <ul style="list-style-type: none">• Juvenile Delinquency Prevention Services• Safe Place Out of School Time Services (must be paired with a second SOS)• Family Supports• Anger Management/Conflict Resolution• Mentoring Supports |
|--|--|

LIFE AREA: (Enter Code and Life Area [Name](#)) Click or tap here to enter text.

GOAL: (Enter Code) Click or tap here to enter text.

OBJECTIVE: (Enter [Code](#)) Click or tap here to enter text.

SOS: (Enter Code) Click or tap here to enter text.

PERFORMANCE MEASURES: (Enter Code)

How Much: Click or tap here to enter text.

How Well: Click or tap here to enter text.

Better Off: Click or tap here to enter text.

LIFE AREA: (Enter Code and Life Area [Name](#)) Click or tap here to enter text.

GOAL: (Enter Code) Click or tap here to enter text.

OBJECTIVE: (Enter [Code](#)) Click or tap here to enter text.

SOS: (Enter Code) Click or tap here to enter text.

PERFORMANCE MEASURES: (Enter Code)

How Much: Click or tap here to enter text.

How Well: Click or tap here to enter text.

Better Off: Click or tap here to enter text.

FINAL REPORT

- Final report will require you to report ACTUAL numbers of youth served by:
 - Gender Identity
 - Ethnicity
 - Age
 - Primary Language
- All metrics will be on the QYDS form. Whatever you enter as your PROJECTED numbers on the QYDS form will automatically populate into your Final Report.
- You will also be required to report the following counts:
 - Disconnected youth
 - Youth aging out of foster care
 - Children of incarcerated parents
 - Runaway and homeless youth served
 - Youth in Juvenile Justice System re-entering community
- Finally, you will report your outcomes from the Service, Opportunity and Support you selected on your initial QYDS form

This is important to know because you will need to ensure you have mechanisms for collecting demographic data, as well as outcomes data for the metric selected.

RESOURCES

- [Eight Features of Positive Youth Development Reference Guide](#)
- [NYS Touchstones Coding Document](#)