

Combating Trafficking in Persons Grant

Reporting and Data Collection Requirements

All funded agencies will be required to submit interim and final reports during the grant cycle. The type of information required for these reports will be based on the type of program funded. This table outlines reporting and data collection requirements by program type. Applicants should review all applicable rows to understand what information they will be required to submit. If a program includes more than one program type, applicants must meet the requirements for each applicable type.

Purpose of data collection

Information gathered as part of this evaluation will be shared with the Alberta Centre to End Trafficking in Persons (The AC) to assess the collective impact of funded initiatives. This evaluation will attempt to understand the varying needs of different geographies, populations, and program types. It will emphasize the value of partnership and coordinated action among grant recipients, by not only highlighting individual program outcomes but in strengthening our understanding of collaborative efforts.

PROGRAM TYPE	PROGRAM DESCRIPTION	WHAT YOU WILL REPORT	KEY DATA TO TRACK	OUTPUTS & OUTCOMES
ALL PROGRAMS	All funded initiatives	Program info; design approach; cultural responsiveness; trauma-informed training; staffing (FTE); progress; challenges; impact story; collaboration activities and partnerships	# screened; # victims identified; # served/enrolled; service duration; demographics, time from identification to initial service connection; # with an individualized service/safety plan; # making progress on service-plan goal(s); # of culturally responsive programming and # of attendees	Referrals (number/type); improved access to services; elapsed time from initial identification of a survivor to their connection to services; measurable survivor-defined goal progress;
DIRECT SUPPORT	Services directly supporting individuals	Service delivery model; screening practices; after-hours support; service approach; demographics reporting	# served; # screened; # identified; service duration; demographics (age, gender, trafficking type, populations)	Unmet need for services, reasons, referrals; housing stability 6 months to a year after accessing services
HOUSING	Shelter and housing services	Housing delivery; capacity and demand tracking;	# placed; repeat clients; length of stay; unmet requests;	Referrals and service impact (i.e., survivor-defined mental health goal

		demographics reporting	demographics (age, gender, trafficking type)	progress reported at regular intervals after exit
COUNSELLING	Therapeutic and counselling services	Counselling delivery; demographics reporting	# served; avg counselling hours; demographics (age, gender, trafficking type)	Referrals and service impact
INCREASING AWARENESS	Public awareness campaigns and education	Engagement approach; campaign delivery; collaboration with community partners	Community input; # sessions; # participants reached; partners engaged	Survey findings or narrative impact assessment
EDUCATION/ TRAINING	Training and professional development	Training delivery; audience reach; collaboration with partner organizations	Training type; # sessions; # participants; audience types; partner organizations; training satisfaction; Increased confidence in service delivery; # of culturally responsive workshops or trainings delivered	Survey findings or narrative impact assessment
PREVENTION	Prevention-focused initiatives (primary, secondary, tertiary, systems)	Prevention approach; target population; collaboration across sectors	Primary audience; # individuals reached; screening for risk (if applicable); partner organizations;	Reach and description of prevention impact