

Summary of Ride Safe data collection, progress reporting, and other forms found in the *Forms/Data Guide*

Form	Comments
Child Safety Seat (CSS) Agreement	Waiver form for CSS recipients to sign. Keep these sheets on file at the Ride Safe site.
Ride Safe Tracking Sheets	Use one per family to document initial encounters to install CSS and follow-up home visits. Keep these sheets on file at Ride Safe site. <ul style="list-style-type: none"> • Summarize CSS data from these sheets to enter in Progress Reports.
Ride Safe Follow-Up Home Visits Summary Sheet	Optional form that can be used to track and <u>summarize</u> outcome of home visits. Keep these sheets on file at Ride Safe site.
CPS Seat Observation Form	Form used to record data collected during observational CSS surveys. <ul style="list-style-type: none"> • Compiled data from surveys conducted at the beginning of the school year (Round 1) are entered into the Mid-Year Progress Report. • Compiled data from surveys conducted at the end of the school year (Round 2) are entered into Final Progress Report.
Progress Reports	Used to record data from Ride Safe Tracking Sheets, observational surveys, and activities conducted at the site. Information from the Progress Reports should be entered into the on-line program, Survey Monkey, by the following dates: <ul style="list-style-type: none"> • December 31, 2007: Mid-Year Progress Report describes progress during 8/1/07 – 12/31/08 • June 30, 2008: Final Progress Report includes progress to date for project (8/1/07 – 5/31/08)