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Survey Specific Information

There are four initial data fields which must be populated for each survey as shown below:

- RespondentID
 - Senior Center internal tracking number.
 - If not used, please leave field blank.
- SiteID
 - Senior Center name
- StartDate:
 - Date survey began.
- EndDate
 - Date survey was completed.

Survey Questions

Data files containing survey results must have the following fields with the corresponding possible values. Each field name and value must match exactly to what's listed below.

1) Do more volunteer work

Most of the Time
Sometimes
Almost Never
Not Applicable

2) See friends more often/make new friends

Most of the Time
Sometimes
Almost Never
Not Applicable

3) Take better care of my health

Most of the Time
Sometimes
Almost Never
Not Applicable

4) Eat meals that are better for me

Most of the Time
Sometimes
Almost Never
Not Applicable

5) Have more energy

Most of the Time
Sometimes
Almost Never
Not Applicable

6) Feel happier or more satisfied with my life

Most of the Time
Sometimes
Almost Never
Not Applicable

7) Have something to look forward to each day

Most of the Time
Sometimes
Almost Never
Not Applicable

8) Know where to ask if I need a service such as a ride to a doctor or an aide

Most of the Time
Sometimes
Almost Never
Not Applicable

9) Feel more able to stay independent

Most of the Time
Sometimes
Almost Never
Not Applicable

10) Feel that the senior center has had a positive effect on my life

Most of the Time
Sometimes
Almost Never
Not Applicable

11) Learn new things

Most of the Time
Sometimes
Almost Never
Not Applicable

12) Have learned about services and benefits

Most of the Time
Sometimes
Almost Never
Not Applicable

13) Am more physically active

Most of the Time
Sometimes
Almost Never
Not Applicable

14) Would recommend the senior center to a friend or family member

Most of the Time
Sometimes
Almost Never
Not Applicable

15) Please tell us how participating in the senior center has changed your life - Open-Ended Response

Text, 150 characters maximum allowed

16) I participate in the following activities at the senior center - Open-Ended Response

Text, 150 characters maximum allowed

- 17) **Race/ethnicity:** This question allows multiple responses.
There should be a field for each possible response with the following titles:

American Indian or Alaska Native
Asian, Asian-American
Black, African-American, Other African
Hawaiian Native or Pacific Islander
Hispanic, Latino
White or Caucasian
Other

- 18) **What is your Zip Code**

The Zip Code list below covers the areas where survey respondent has received services.

98101
98102
98103
98104
98105
98106
98107
98108
98109
98112
98115
98116
98117
98118
98119
98121
98122
98125
98126
98133
98134
98136
98144
98146
98177
98178
98195
98199

Other (please specify) – if “Other (please specify)” was chosen for zip code, then this field must contain the actual zip code

Text, 10 characters

19) What is your estimated annual income

Very Low: Less than \$18,550 for 1 person; or \$21,200 for 2 people
Low: Less than \$30,900 for 1 person; or \$35,300 for 2 people
Moderate: Less than \$44,750 for 1 person; or \$51,150 for 2 people
Above Moderate: More than \$44,750 for 1 person; or \$51,150 for 2 people

Instructions for returning Survey data to the Human Services Department

- 1) Survey responses can be returned in two file formats:
 - a) MS Excel, version 93-2003, 2010 or later
 - b) Comma Separated Values (CSV)

- 2) Survey responses must be organized within the data files as follows:
 - a) Column Headers
 - i) Survey specific information
 - ii) Survey questions
 - b) Survey responses are records within file
An Example is shown below:

	A	B	C	D	E	F	G
1	RespondentID	SiteID	StartDate	EndDate	Do more volunteer work	See friends more often/make new friends	Take better care of my health
2	3794359632	64423891	02/26/2015	02/26/2015	Sometimes	Sometimes	Most of the Time
3	3794354117	64423891	02/26/2015	02/26/2015	Sometimes	Sometimes	Sometimes
4	3794350102	64423891	02/26/2015	02/26/2015	Sometimes	Sometimes	Not Applicable
5	3794345414	64423891	02/26/2015	02/26/2015	Sometimes	Sometimes	Sometimes
6	3794337475	64423891	02/26/2015	02/26/2015	Almost Never	Not Applicable	Almost Never
7	3794332768	64423891	02/26/2015	02/26/2015	Sometimes	Most of the Time	Sometimes
8	3794328826	64423891	02/26/2015	02/26/2015	Sometimes	Sometimes	Sometimes
9	3794325023	64423891	02/26/2015	02/26/2015	Most of the Time	Sometimes	Sometimes
10	3794321110	64423891	02/26/2015	02/26/2015	Sometimes	Most of the Time	Sometimes

- 3) When the survey data file has been populated and saved, please return a copy to your Grants and Contracts Specialist.