

# TCDD 2012 Biennial Report Project Update

The Council approved a special focus for the 2012 Biennial Report on: "*The interconnectivity of education with employment for individuals with developmental disabilities, including measures of consumer satisfaction.*" In order to obtain qualitative data highlighting this special focus area, TCDD staff have operationally defined the research topic as: "**How education and related services provided to school age students with developmental disabilities before, during and after transition from public education to adult services and supports increases the probability of finding employment and/or continuing education in order to live independent lives,**" staff plan to collect all possible data from pertinent state agencies and are considering use of an online survey.

## *Data Collection:*

- Staff will explore relevant data that may be available from: Texas Education Agency (TEA), Texas Department of Assistive and Rehabilitative Services (DARS), Texas Department of Aging and Disability Services (DADS) and Texas Department of State Health Services (DSHS).
- Personal stories from TCDD grantees.

## *Survey Methods will include:*

- Online surveys distributed via email (TCDD website);
- Gather information in order to generate personal stories.

## *Survey design will:*

- Be developed with oversight by TCDD staff to ensure validity and consistency;
- Include consultation with DADS, HHSC, Community Centers, advocate partners and others as appropriate; and
- Incorporate additional questions gaining information in order to generate personal stories.

Additionally, staff expect to contract with a technical writer to assist in the synthesizing of data and report elements as done in previous years.

## *Technical Writer will:*

- Finalized outline for 2010 Disability Biennial Report including the special focus.
- A written 2010 Biennial Disability Report that combines into one document:
  - a. A written, brief report including analysis and recommendations on the five statutory requirements.
  - b. Written analysis with introduction and overview of the Report's focus area.
  - c. Written analysis and synthesis of research findings including summaries of survey result, methodologies, etc.
- Develop an approved timeline with objectives and major milestones approved by TCDD.
- Research, analysis and synthesis activities to create the draft Report.
- Coordinate with TCDD to edit and revise the Report as needed.
- Communicate with partner agencies, advocates, grantees, other TCDD contractors, et al in order to obtain necessary info for the Report.
- Serve as a liaison between contracted research entities and TCDD on the completion of the sub-section reports. Including ongoing communication and coordination between research contractors.

## *Expected Contractor and Estimated Amounts:*

- Technical writer - \$15,000 - \$20,000

*Additional expenses for printing and layout design are included in the FY 2010 operating budget*

ID	Task Name	Start	Finish	Novem	Decem	January	Februa	March	April	May	June	July	August	Septem	October	Novem	Decem
1	Meet with Agency Representatives to discuss data	Thu 11/3/11	Thu 11/3/11														
2	Post technical writer Request for Qualifications (RFQ)	Thu 12/1/11	Mon 1/2/12														
3	Receive and review bids for technical writer	Tue 1/3/12	Tue 1/31/12														
4	Start contract for technical writer	Wed 2/1/12	Fri 11/30/12														
5	Analysis and synthesis of data (technical writer)	Wed 2/1/12	Thu 5/31/12														
6	Draft final Report	Fri 6/1/12	Thu 9/27/12														
7	Council Meeting: review information and draft recommendations	Wed 8/1/12	Fri 8/3/12														
8	Report layout and design	Mon 8/6/12	Fri 9/28/12														
9	Final recommendations reviewed / approved by Council	Wed 10/24/12	Fri 10/26/12														
10	Final copy to printer	Thu 11/1/12	Fri 11/16/12														
11	Disseminate Final Report	Mon 12/3/12	Mon 12/3/12														

2012 Biennial Report Project Timeline  
November 3, 2011

