

District Custom Survey Application

Healthy Kids Colorado Survey

Application Process

School districts may request a district-specific customization to the Healthy Kids Colorado Survey (HKCS) by completing this application and submitting it to the Colorado School of Public Health (CSPH) Survey Team at CSPHSurveyTeam@CUAnschutz.edu. Requested district customizations may include added or removed questions.

The priority deadline is July 1, 2023, to prepare for a survey date of September 5, 2023 or later. Any district wishing to submit an application after July 1 should first contact CSPHSurveyTeam@CUAnschutz.edu to discuss the turn-around time needed before your desired survey date.

All requested district customizations **must be approved by a district administrator** before the application is submitted. Once submitted, no additional changes may be requested.

Approved customizations **will be applied district-wide** on all surveys at the high school level, the middle school level, or both depending on the request. The CSPH Survey Team may recommend revisions to improve proposed questions or response options.

Approval Process

The CSPH Survey Team will review all applications, contact the district with any questions, and present finalized applications to the **School & Youth Survey Steering Committee**, which is made up of representatives from the Colorado Departments of Public Health & Environment, Education, Human Services, and Public Safety. If adequate justification is not provided for the requested customization, or if the Steering Committee deems the customization as inappropriate, detrimental to, or conflicting with the goals of the HKCS, the request will be denied.

Pre-approved Customizations

- **Grant Modules:** Certain questions required for statewide grants have already been included in HKCS modules for grantee schools and do not need to be requested via this application (i.e., Communities that Care/Communities Organizing for Prevention (CTC/COFP), Drug Free Communities (DFC), CDC's 1801 Healthy Schools, and CDE's Bullying Prevention & Education).
- **Previously Added Questions:** If your district has added approved custom questions in previous survey cycles and you plan to add the same questions in this cycle, you do not need to provide a rationale. However, completion of this application is still required, including a list of the added questions.
- **Optional Middle School Sexual Health/Sexual Violence Module:** If your district only intends to add the Middle School Sexual Health and Sexual Violence module, no rationale is required. Please indicate that selection in Section 2B.

Section 1. Applicant Information

Name of School District requesting survey customization: _____

Name of Applicant: _____

Title: _____

Email Address: _____

Which district administrator approved this application for survey customization?

Name: _____

Title: _____

Email Address: _____

If the applicant is not the district administrator who approved this application, please provide written permission from the approving administrator via email when the application is submitted.

Section 2. Added Questions (if not requesting added questions, please skip to Section 3 below)

2A. Please provide the proposed questions (maximum 15) and the rationale for each question, as well as an explanation of how the results will be used. Please reference the survey instruments linked below and follow that format for listing proposed questions and response options.

[High School Instrument](#)

[Middle School Instrument](#)

Note: The CSPH Survey Team does **not** provide language translation for survey customizations – any language translation desired by the district must be provided in this application.

Rationale should include the following:

- Evidence demonstrating the proposed questions have been validated and tested with middle school and/or high school students in a school setting. List the source(s) of the questions.
- Justification for why the HKCS is the best vehicle for this data collection and why the data cannot be collected in a different way.
- Description of how the results will be used to inform or evaluate school or public health programs or practices.

2B: Optional Middle School Sexual Health and Sexual Violence Module

If interested, please review questions in the [Middle School Sexual Health and Consent/Sexual Violence Module](#).

If your district would like to add this module, check the box below. Otherwise, please skip this question.

Yes, add the Middle School Sexual Health and Consent/Sexual Violence Module for my district

Section 3. Removed Questions

Please reference the survey instruments linked below to identify the question(s) your district is requesting to remove. Please copy/paste both the question # and the question text into the field below. For each question, provide a rationale for why your district is requesting it be removed.

[High School Instrument](#)

[Middle School Instrument](#)

Districts may not request that questions be removed to reduce survey length. If survey length is a concern, please contact the Survey Team to discuss. Demographic questions are an important tool in identifying health disparities and addressing inequities. Because of this, most demographic questions may not be removed from the survey. Please contact the Survey Team to discuss available options.

Please return completed forms to CSPHSurveyTeam@CUAnschutz.edu.