

# 2024 Bi-Annual DD Employment and Day Activity Survey

## Directions

### Survey Due Date:

- The due date to complete the survey online or to return the survey by mail or fax is Friday, **November 15, 2024**.

### What You Need to Know before Starting the Survey:

1. The Survey is collecting information about Community and Day Activity
2. Questions 1 and 2 are required questions for everyone.
3. Your answer to Question 2 will tell you which other questions to answer.
4. For the weeks of **September 29 – October 5** and **October 6 - 12**, the survey asks about your community activities. If working, the survey asks about your wages and work hours.
  - Use the charts in the survey to write down and count your activities for the two weeks.
5. This survey also asks general questions about your activities for the months of **August, September, and October 2024**.
  - Some questions ask you to choose an answer from a list. See pages 12 – 15.
6. Please provide the name of the person completing the survey and an email or phone number in case the Sherlock Center has a question.
7. Each person is given a unique Survey ID. Your Survey ID is printed on page 1 of the survey. If you decide to complete the survey online, you will be asked to enter the Survey ID to open the survey form.

### How to Complete the Survey:

- **Option 1: Complete the survey quickly and easily using a computer or mobile device.** The online survey will open on **November 1** and close on **November 15**. See page 1 for the online survey link. The online survey is available in English and Spanish. The online survey will show you only the questions that you need to answer. Please read the directions and all survey questions before starting the online survey. You will need to have information ready to answer the questions.
- **Option 2: Complete the survey on paper.** You can complete the survey on paper and mail or fax it to the Sherlock Center by **November 15**. Return the completed survey using the postage-paid business reply envelope included in your packet. See page 1 for the fax number and mailing address. Please contact the Sherlock Center to request the survey packet in another language.

**Remember, help is available!**

If you have a question or need help completing the survey, please contact the Sherlock Center.

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TTY via RI Relay: 711 or (800) 745-5555

Spanish via RI Relay: 711 or (866) 355-9214

Fax Number: 401-456-8150

Survey website: <http://www.rioutcomesurveys.info/>