Appendix B

The Documenting Our Work Forms

The Documenting Our Work (DOW) Project forms are provided on the next several pages and are available on the FVPSA Outcomes Project website:

http://pubs.pcadv.net/FVPSA_Outcome

user name and password are both: outcomes

Although we have found that many organizations find the entire forms to be useful (and the databases that are also available at no cost correspond to the entire forms), it is entirely up to you whether to use parts of or all of these forms. The only mandated questions relate to the two outcomes and are worded in these surveys as:

- I know more ways to plan for my safety
  - Yes or No
- I know more about community resources
  - Yes or No

NOTE: The databases created for the DOW Shelter 1 and Shelter 2 forms include a 4-digit ID number that no longer appears on the actual forms we have provided.

Most programs will want to either delete that from the database (if you have the technical support to do this) or simply ignore that space when entering data. It is provided only for those programs that have the capacity and desire to match women's responses from Shelter 1 to Shelter 2 forms. The databases provided, however, do NOT have the capability to do this matching so programs would have to create their own databases for this. ID numbers should be created in such a way that survivors can create and remember them easily (for instance, they might write in the first 2 letters of their mother's first name, followed by the first 2 numbers of their most recent address), but shelter staff would not be able to identify them.