**  
RESEARCH AGREEMENT**

Between: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*   
  
The Parties to this Research Agreement agree to the following:   
  
Article 1: Purpose and Scope – To work together to identify best child welfare indicators that benchmark and measure the outcomes of Alabama’s children*,* to analyze and trend the data on requested indicators that will be produced in the annual *Alabama Kids Count Data Book* and other related reports or publications as a part of the Alabama Kids Count Project as well as data requirements and other data grant deliverables required from the Annie E. Casey Foundation as a KIDS COUNT grantee.

The *Alabama Kids Count Data Book* is an annual publication to provide data on the well-being of Alabama's children. This information is used by grant writers, organizations that provide direct service programs, state agencies, community volunteers, Children’s Policy Councils, decision makers at both the state and local level, media when writing stories addressing issues facing children and others. Additionally, these data are uploaded to the national KIDS COUNT Data Center for national, regional and state-to-state comparisons or county-by-county comparisons within our state.

Article 2: Conditions and Arrangements – Both parties agree to the following conditions regarding work on the Alabama Kids Count Project:

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ will serve as the data analyst and will process all data for the *Alabama Kids Count Data Book* and other related projects. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ will be the point of contact at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Contact Name

Email address

Phone Number

1. ­ (Name/Title) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, will be the main point of contact for VOICES for Alabama’s Children.

Contact Name

Email address

Phone Number

1. All requests for data from \_\_(state agency/division)­­­\_\_\_ will be sent to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and cc: \_\_\_\_\_\_\_\_\_\_\_\_\_ via e-mail with a detailed list of indicators needed for inclusion in the (Year) *Alabama Kids Count Data Book*, supplemental reports and other related projects as a part of the Alabama Kids Count Project and the national KIDS COUNT Data Center.
2. No personal identifiable information will be requested or used.
3. The following indicators will be considered for inclusion in the (Year) *Alabama Kids Count Data Book.* These data shall be made available by county and state level. Additionally, we may request some data provided (where possible) be broken down by race/ethnicity, gender, and/or income in order to report on gaps or disparities. No personal identifiers will be requested or used.

Raw data that reflects small frequencies at the county level shall be discussed with the (state agency/division) and if necessary to protect the confidentiality of any person(s) these data shall be suppressed and the empty spaces footnoted accordingly. (Data Analysis contractor) will work with (state agency/division) to get the data needed in a format that will work for both VOICES for Alabama’s Children and the (state agency/division) Additionally, all data will be provided as a “point in time” number and not twelve (12) months of data. The specific point in time will be determined by the (state agency/division) as a period of time (month) that best reflects an average.

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List of data indicators being requested and for what period of time:

(List indicators here along with base year, current year, and any other specific details)

Article 3: Intended Use of the Data -- The *Alabama Kids Count Data Book* is published and distributed annually during the last quarter of the year. Complementary copies of the *Data Book* are delivered to state agencies who assist in supplying the data. The *Data Book* is used as a benchmark and roadmap on child well-being in our state. Many agencies and organizations use the data for measuring progress on programs that work and to look for new solutions on programs that aren’t working in the areas of health, education, safety, and economic security. The *Alabama Kids Count Data Book* is produced annually by VOICES for Alabama’s Children’s. This is an ongoing project.

Article 4: Data Suppression and Level of Release of Aggregated Data – No data will be reported for any geographic unit or demographic category that do not meet frequency thresholds established by (state agency/division) and/or federal regulations. All data provided will be reported by county and state level. Data provided by race where available and useful for our purpose will also be used in this manner. Data will be presented as both a number and a rate.

Article 5: Confidentiality of Data -- Data files provided to (data analysis contractor) for the purpose of the *Alabama Kids Count Data Book* will not be shared with any 3rd party. Data will be analyzed and put into the format needed for publishing in the *Alabama Kids Count Data Book*, supplemental reports, or other research reports as a part of the Alabama Kids Count Project. Only those numbers and rates will be published and will be uploaded to the national KIDS COUNT Data Center as a requirement of our grant. No data with individual identifiers will be requested or used.

Article 6: Timing -- This Research Agreement is effective on the date signed by both parties. The conditions and arrangements will remain in effect for one year from effective date. This agreement will be reviewed annually to update child welfare indicators and make any other changes requested and agreed to by both parties.

Dated:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Executive Director Commissioner

VOICES for Alabama’s Children State Agency