

# Program Operations Survey

## *Healthy Marriage and Responsible Fatherhood Programs*

Thank you for participating in this program. Throughout the program we will ask you to provide information so that we can better support you, and to help monitor the program's performance. We hope you will answer all the questions asked by program staff or in surveys, but you may skip any questions you do not want to answer. Your answers will be kept private as required by law.

**PRINCIPAL PURPOSE:** The information you provide will be used primarily to (a) provide you with services, (b) monitor and help improve the performance of Healthy Marriage and Responsible Fatherhood (HMRF) programs, and (c) help understand HMRF services and participants across programs.

**ROUTINE USES:** Your information will be kept private and cannot be used against you in any law enforcement action. Your information may be combined with information from other individuals but you will not be personally identifiable. However, there may be circumstances where disclosure of your personal information may be requested; in these cases, processes are in place to further protect your information for such requests. These requests may include: (a) by a congressional office if you ask that office to help obtain a copy of your records; (b) to coordinate and respond to a data security breach; (c) for research or evaluation purposes; (d) for administrative or legal actions; or (e) by contractors supporting the purpose and uses described here, but only on a must know basis in order to perform their duties. Please see the sources below for more information about these routine uses.

**DISCLOSURE:** This request is voluntary. The relevant SORN is 09-80-0361, OPRE Research and Evaluation Project Records.

**AUTHORITY:** 42 U.S.C. 613 - Research, evaluations, and national studies; 42 U.S.C. 628b - National random sample study of child welfare; 42 U.S.C. 1310 - Cooperative research or demonstration projects; 42 U.S.C. 9836 - Designation of Head Start agencies; 42 U.S.C. Subchapter II-B - Child Care and Development Block Grant; and Pub L. No. 110-161, Division G, Title II, Payments to States for the Child Care and Development Block Grant (121 STAT. 2179).

PAPERWORK REDUCTION ACT OF 1995 (Pub. L. 104-13) STATEMENT OF PUBLIC BURDEN: The purpose of this information collection is to support program performance monitoring and program improvement activities for Healthy Marriage and Responsible Fatherhood programs. Public reporting burden for this collection of information is estimated to average 19 minutes per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information. This is a voluntary collection of information. The answers you give will be kept private. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information subject to the requirements of the Paperwork Reduction Act of 1995, unless it displays a currently valid OMB control number. The OMB # is 0970-0566 and the expiration date is 03/31/2027. If you have any comments on this collection of information, please contact Hannah McInerney at [nform2helpdesk@mathematica-mpr.com](mailto:nform2helpdesk@mathematica-mpr.com).

## A. Mass Marketing, Outreach, and Recruitment

**A1. Which of the following types of advertising did you purchase, earn, have donated, or conduct in the current reporting period?**

**SELECT ALL THAT APPLY**

- 1  Newspaper ads or publicity
- 2  TV spots
- 3  Billboards, including those on public transportation or at bus stops (that is, bench ads)
- 4  Radio ads or announcements
- 5  Internet ads
- 6  Social marketing (such as Facebook or Twitter)
- 7  Flyers
- 8  Presentations to external organizations
- 9  Word-of-mouth campaign/outreach by program graduates
- 10  Other

**A2. Which recruitment methods did you use in the current reporting period?**

**SELECT ALL THAT APPLY**

- 1  Phone, mail, or email
- 2  Social media (such as Facebook, blogs, or Instagram)
- 3  Street outreach (recruiting people in person in their neighborhoods or places they frequent)
- 4  Referrals from inside your organization
- 5  Referrals from external organizations
- 6  On-site recruitment at external agencies or events
- 7  Other

**A3. Which agencies and organizations provided referrals in the current reporting period?**

**SELECT ALL THAT APPLY**

- 1  Hospitals, maternity clinics, or doctors' offices
- 2  Schools
- 3  Places of worship or faith-based community centers
- 4  Child support agencies (voluntary enrollment)
- 5  Child support agencies (court ordered to enroll in a program like this)
- 6  Employment assistance centers or one-stops
- 7  Temporary Assistance for Needy Families (TANF) offices
- 8  Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) agencies
- 9  Head Start
- 10  Healthy Start
- 11  Child protective services (voluntary enrollment)
- 12  Child protective services (court ordered to enroll in a program like this)
- 13  Other child welfare agencies (voluntary enrollment)
- 14  Other child welfare agencies (court ordered to enroll in a program like this)
- 15  Probation and parole
- 16  Correctional facilities
- 17  External organizations
- 18  Self-referrals
- 19  Other

**A4. In the current reporting period, did you conduct on-site recruitment for [PROGRAM] in any of the following?**

**SELECT ALL THAT APPLY**

- 1  Hospitals, maternity clinics, or doctors' offices
- 2  Schools
- 3  Places of worship or faith-based community centers
- 4  Child support agencies (voluntary enrollment)
- 5  Child support agencies (court ordered to enroll in a program like this)
- 6  Employment assistance centers or one-stops
- 7  Temporary Assistance for Needy Families (TANF) offices
- 8  Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) agencies
- 9  Head Start
- 10  Healthy Start
- 11  Child welfare agencies/child protective services (voluntary enrollment)
- 12  Child welfare agencies/child protective services (court ordered to enroll in a program like this)
- 13  Probation and parole
- 14  Correctional facilities
- 15  External organizations
- 16  Self-referrals
- 17  Other

**A5. On average, how many full-time and part-time staff worked for your Healthy Marriage or Responsible Fatherhood grant program (exclusive of their other responsibilities at your organization) on the first day of the current reporting period? (NOTE: please include all staff who are funded in whole or in part by this grant, including primary and partner sites; 35 or more hours per week = full time; fewer than 35 hours per week = part time.)**

\_\_\_\_|\_\_\_\_|\_\_\_\_| NUMBER OF STAFF FUNDED FULL-TIME BY GRANT

\_\_\_\_|\_\_\_\_|\_\_\_\_| NUMBER OF STAFF FUNDED PART-TIME BY GRANT

**A6. How many full-time and part-time staff ended their employment for your grant program during the current reporting period? (NOTE: please include staff who are funded in whole or in part by this grant, including primary and partner sites; 35 or more hours per week = full time; fewer than 35 hours per week = part time)**

\_\_\_\_|\_\_\_\_|\_\_\_\_| NUMBER OF STAFF FUNDED FULL-TIME BY GRANT WHO LEFT

\_\_\_\_|\_\_\_\_|\_\_\_\_| NUMBER OF STAFF FUNDED PART-TIME BY GRANT WHO LEFT

**A7. How many full-time and part-time people began working for your grant program during the current reporting period? (NOTE: please include staff who are funded in whole or in part by this grant, including primary and partner sites; 35 or more hours per week = full time; fewer than 35 hours per week = part time)**

\_\_\_\_|\_\_\_\_|\_\_\_\_| NUMBER OF STAFF FUNDED FULL-TIME BY GRANT WHO STARTED

\_\_\_\_|\_\_\_\_|\_\_\_\_| NUMBER OF STAFF FUNDED PART-TIME BY GRANT WHO STARTED

**A8. How many full-time equivalents (FTEs) were dedicated to recruitment in the current reporting period, where each FTE equals 35 or more hours per week in staff time dedicated to recruitment?**

**SELECT ONE ONLY**

- 1  < 1 FTE
- 2  1 to 1.9 FTEs
- 3  2 to 2.9 FTEs
- 4  3 to 3.9 FTEs
- 5  4 to 4.9 FTEs
- 6  5 or more FTEs

## B. Staff Characteristics

**B1a. What proportion of your facilitators have received, as their highest degree...**

SELECT ONE RESPONSE PER ROW

|  | None                    | Less than half          | Half                    | More than half          | All                     |
|--|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| a. A high school diploma or less? .....  | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| b. An associate's degree? .....          | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| c. A bachelor's degree? .....            | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| d. A master's or doctorate degree? ..... | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |

**B1b. What proportion of your case management staff have received, as their highest degree...**

<sup>na</sup>  Do not have case management staff

[SOFT CHECK: IF CASE MANAGER DEGREE = NA; DISABLE OTHER OPTIONS.]

SELECT ONE RESPONSE PER ROW

|  | None                    | Less than half          | Half                    | More than half          | All                     |
|--|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| a. A high school diploma or less? .....  | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| b. An associate's degree? .....          | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| c. A bachelor's degree? .....            | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| d. A master's or doctorate degree? ..... | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |

**B1c. What proportion of your employment specialists have received, as their highest degree...**

<sup>na</sup>  Do not have employment specialists

[SOFT CHECK: IF EMPLOYMENT SPECIALIST DEGREE = NA; DISABLE OTHER OPTIONS.]

SELECT ONE RESPONSE PER ROW

|  | None                    | Less than half          | Half                    | More than half          | All                     |
|--|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| a. A high school diploma or less? .....  | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| b. An associate's degree? .....          | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| c. A bachelor's degree? .....            | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| d. A master's or doctorate degree? ..... | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |

**B1d. What proportion of your managerial/supervisory staff have received, as their highest degree...**

SELECT ONE RESPONSE PER ROW

|  | None                    | Less than half          | Half                    | More than half          | All                     |
|--|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| a. A high school diploma or less? .....  | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| b. An associate's degree? .....          | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| c. A bachelor's degree? .....            | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| d. A master's or doctorate degree? ..... | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |

**B1e. What proportion of your other staff have received, as their highest degree...**

SELECT ONE RESPONSE PER ROW

|  | None                    | Less than half          | Half                    | More than half          | All                     |
|--|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| a. A high school diploma or less? .....  | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| b. An associate's degree? .....          | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| c. A bachelor's degree? .....            | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| d. A master's or doctorate degree? ..... | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |

**B2a. What proportion of your facilitators have...**

SELECT ONE RESPONSE PER ROW

|  | None                    | Less than half          | Half                    | More than half          | All                     |
|--|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| a. Less than 2 years in this role? .....                       | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| b. At least 2 years but less than 5 years in this role? .....  | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| c. At least 5 years but less than 10 years in this role? ..... | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| d. 10 or more years in this role? .....                        | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |

**B2b. What proportion of your case management staff have...**

na  Do not have case management staff

[SOFT CHECK: IF CASE MANAGER YEARS = NA; DISABLE OTHER OPTIONS.]

SELECT ONE RESPONSE PER ROW

|  | None                    | Less than half          | Half                    | More than half          | All                     |
|--|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| a. Less than 2 years in this role? .....                       | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| b. At least 2 years but less than 5 years in this role? .....  | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| c. At least 5 years but less than 10 years in this role? ..... | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| d. 10 or more years in this role? .....                        | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |

**B2c. What proportion of your employment specialists have...**

na  Do not have employment specialists

[SOFT CHECK: IF EMPLOYMENT SPECIALIST YEARS = NA; DISABLE OTHER OPTIONS.]

SELECT ONE RESPONSE PER ROW

|  | None                    | Less than half          | Half                    | More than half          | All                     |
|--|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| a. Less than 2 years in this role? .....                       | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| b. At least 2 years but less than 5 years in this role? .....  | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| c. At least 5 years but less than 10 years in this role? ..... | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| d. 10 or more years in this role? .....                        | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |

**B2d. What proportion of your managerial/supervisory staff have...**

SELECT ONE RESPONSE PER ROW

|  | None                    | Less than half          | Half                    | More than half          | All                     |
|--|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| a. Less than 2 years in this role? .....                       | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| b. At least 2 years but less than 5 years in this role? .....  | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| c. At least 5 years but less than 10 years in this role? ..... | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| d. 10 or more years in this role? .....                        | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |

**B3a. What proportion of your facilitators are...**

SELECT ONE RESPONSE PER ROW

|                      | None                    | Less than half          | Half                    | More than half          | All                     |
|----------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| a. Male .....        | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| b. Female .....      | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| c. Other gender..... | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |

**B3b. What proportion of your case managers are...**

<sub>na</sub> Do not have case management staff

[SOFT CHECK: IF CASE MANAGER GENDER = NA; DISABLE OTHER OPTIONS.]

SELECT ONE RESPONSE PER ROW

|                      | None                    | Less than half          | Half                    | More than half          | All                     |
|----------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| a. Male .....        | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| b. Female .....      | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| c. Other gender..... | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |

**B3c. What proportion of your employment specialists are...**

<sub>na</sub> Do not have employment specialists

[SOFT CHECK: IF EMPLOYEMENT SPECIALIST GENDER = NA; DISABLE OTHER OPTIONS.]

SELECT ONE RESPONSE PER ROW

|                      | None                    | Less than half          | Half                    | More than half          | All                     |
|----------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| a. Male .....        | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| b. Female .....      | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| c. Other gender..... | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |

**B3d. What proportion of your managerial/supervisory staff are...**

SELECT ONE RESPONSE PER ROW

|                      | None                    | Less than half          | Half                    | More than half          | All                     |
|----------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| a. Male .....        | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| b. Female .....      | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| c. Other gender..... | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |

**B4a. What proportion of your facilitators are...**

SELECT ONE RESPONSE PER ROW

|                                 | None                    | Less than half          | Half                    | More than half          | All                     |
|---------------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| a. Hispanic or Latino .....     | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| b. Not Hispanic or Latino ..... | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |

**B4b. What proportion of your case managers are...**

Do not have case management staff

[SOFT CHECK: IF CASE MANAGER ETHNICITY = NA; DISABLE OTHER OPTIONS.]

SELECT ONE RESPONSE PER ROW

|                                 | None                    | Less than half          | Half                    | More than half          | All                     |
|---------------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| a. Hispanic or Latino .....     | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| b. Not Hispanic or Latino ..... | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |

**B4c. What proportion of your employment specialists are...**

Do not have employment specialists

[SOFT CHECK: IF EMPLOYMENT SPECIALIST ETHNICITY = NA; DISABLE OTHER OPTIONS.]

SELECT ONE RESPONSE PER ROW

|                                 | None                    | Less than half          | Half                    | More than half          | All                     |
|---------------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| a. Hispanic or Latino .....     | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| b. Not Hispanic or Latino ..... | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |

**B4d. What proportion of your managerial/supervisory staff are...**

SELECT ONE RESPONSE PER ROW

|                                 | None                    | Fewer than half         | Half                    | More than half          | All                     |
|---------------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| a. Hispanic or Latino .....     | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| b. Not Hispanic or Latino ..... | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |

**B5a. What proportion of your facilitators are...**

SELECT ONE RESPONSE PER ROW

|  | None                    | Less than half          | Half                    | More than half          | All                     |
|--|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| a. American Indian or Alaska Native .....        | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| b. Asian .....                                   | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| c. Black or African American .....               | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| d. Native Hawaiian or other Pacific Islander.... | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| e. White.....                                    | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| f. Other race.....                               | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| g. More than one race.....                       | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |

**B5b. What proportion of your case managers are...**

Do not have case management staff

[SOFT CHECK: IF CASE MANAGER RACE = NA; DISABLE OTHER OPTIONS.]

SELECT ONE RESPONSE PER ROW

|  | None                    | Less than half          | Half                    | More than half          | All                     |
|--|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| a. American Indian or Alaska Native .....        | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| b. Asian .....                                   | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| c. Black or African American .....               | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| d. Native Hawaiian or other Pacific Islander.... | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| e. White.....                                    | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| f. Other race.....                               | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| g. More than one race.....                       | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |

**B5c. What proportion of your employment specialists are...**

na  Do not have employment specialists

[SOFT CHECK: IF EMPLOYMENT SPECIALIST RACE = NA; DISABLE OTHER OPTIONS.]

SELECT ONE RESPONSE PER ROW

|  | None                    | Less than half          | Half                    | More than half          | All                     |
|--|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| a. American Indian or Alaska Native .....        | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| b. Asian .....                                   | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| c. Black or African American .....               | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| d. Native Hawaiian or other Pacific Islander.... | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| e. White.....                                    | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| f. Other race.....                               | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| g. More than one race.....                       | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |

**B5d. What proportion of your managerial/supervisory staff are...**

SELECT ONE RESPONSE PER ROW

|  | None                    | Less than half          | Half                    | More than half          | All                     |
|--|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| a. American Indian or Alaska Native .....        | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| b. Asian .....                                   | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| c. Black or African American .....               | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| d. Native Hawaiian or other Pacific Islander.... | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| e. White.....                                    | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| f. Other race.....                               | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| g. More than one race.....                       | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |

### C. Quality Assurance and Monitoring

**C1. In the current reporting period, did the following staff receive their initial training on the program curriculum(a)?**

SELECT ONE RESPONSE PER ROW

|  | Yes                     | No                      | Do not have<br>this position<br>on staff |
|--|-------------------------|-------------------------|--|
| a. Facilitators .....                                  | 1 <input type="radio"/> | 0 <input type="radio"/> | na <input type="radio"/>                 |
| b. Case managers .....                                 | 1 <input type="radio"/> | 0 <input type="radio"/> | na <input type="radio"/>                 |
| c. Employment specialists .....                        | 1 <input type="radio"/> | 0 <input type="radio"/> | na <input type="radio"/>                 |
| d. Supervisors .....                                   | 1 <input type="radio"/> | 0 <input type="radio"/> | na <input type="radio"/>                 |
| e. Program managers .....                              | 1 <input type="radio"/> | 0 <input type="radio"/> | na <input type="radio"/>                 |
| f. Other program staff ( <i>please specify</i> ) ..... | 1 <input type="radio"/> | 0 <input type="radio"/> | na <input type="radio"/>                 |
| _____  |                         |                         |  |

**C2. In the current reporting period, did the following staff receive follow-up or refresher training on the program curriculum(a)?**

SELECT ONE RESPONSE PER ROW

|  | Yes                     | No                      | Do not have<br>this position<br>on staff |
|--|-------------------------|-------------------------|--|
| a. Facilitators .....                                  | 1 <input type="radio"/> | 0 <input type="radio"/> | na <input type="radio"/>                 |
| b. Case managers .....                                 | 1 <input type="radio"/> | 0 <input type="radio"/> | na <input type="radio"/>                 |
| c. Employment specialists .....                        | 1 <input type="radio"/> | 0 <input type="radio"/> | na <input type="radio"/>                 |
| d. Supervisors .....                                   | 1 <input type="radio"/> | 0 <input type="radio"/> | na <input type="radio"/>                 |
| e. Program managers .....                              | 1 <input type="radio"/> | 0 <input type="radio"/> | na <input type="radio"/>                 |
| f. Other program staff ( <i>please specify</i> ) ..... | 1 <input type="radio"/> | 0 <input type="radio"/> | na <input type="radio"/>                 |
| _____  |                         |                         |  |

**C3. In the current reporting period, did the following staff receive training other than on the program curriculum(a)?**

SELECT ONE RESPONSE PER ROW

|   | Yes                     | No                      | Do not have this position on staff |
|---|-------------------------|-------------------------|------------------------------------|
| a. Facilitators .....   | 1 <input type="radio"/> | 0 <input type="radio"/> | na <input type="radio"/>           |
| b. Case managers .....  | 1 <input type="radio"/> | 0 <input type="radio"/> | na <input type="radio"/>           |
| c. Employment specialists .....                                 | 1 <input type="radio"/> | 0 <input type="radio"/> | na <input type="radio"/>           |
| d. Supervisors .....  | 1 <input type="radio"/> | 0 <input type="radio"/> | na <input type="radio"/>           |
| e. Program managers .....                                       | 1 <input type="radio"/> | 0 <input type="radio"/> | na <input type="radio"/>           |
| f. Other program staff ( <i>please specify</i> ) .....<br>_____ | 1 <input type="radio"/> | 0 <input type="radio"/> | na <input type="radio"/>           |

**C4. For the two types of facilitators shown below, were they observed by a supervisor or another experienced facilitator in the current reporting period?**

SELECT ONE RESPONSE PER ROW

|   | Yes                     | No                      |
|---|-------------------------|-------------------------|
| a. Facilitators hired in the reporting period ..... | 1 <input type="radio"/> | 0 <input type="radio"/> |
| b. Experienced facilitators .....                   | 1 <input type="radio"/> | 0 <input type="radio"/> |

**C5. In the current reporting period, on average, how often did the following staff meet with their supervisors one-on-one?**

SELECT ONE RESPONSE PER ROW

|   | At least weekly         | Biweekly                | Monthly                 | Once                    | Not in reporting period | Do not have this position on staff |
|---|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|------------------------------------|
| a. Facilitators .....   | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> | na <input type="radio"/>           |
| b. Case managers .....  | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> | na <input type="radio"/>           |
| c. Employment specialists .....                                 | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> | na <input type="radio"/>           |
| d. Supervisors .....  | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> | na <input type="radio"/>           |
| e. Program managers .....                                       | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> | na <input type="radio"/>           |
| f. Other program staff ( <i>please specify</i> ) .....<br>_____ | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> | na <input type="radio"/>           |

**C6. In the current reporting period, how often were staff meetings held (such as discussions about continuous quality improvement and team-building meetings) that included the following staff?**

SELECT ONE RESPONSE PER ROW

|   | At least weekly         | Biweekly                | Monthly                 | Once                    | Not in reporting period | Do not have this position on staff |
|---|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|------------------------------------|
| a. Facilitators .....   | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> | na <input type="radio"/>           |
| b. Case managers .....  | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> | na <input type="radio"/>           |
| c. Employment specialists .....                                 | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> | na <input type="radio"/>           |
| d. Supervisors .....  | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> | na <input type="radio"/>           |
| e. Program managers .....                                       | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> | na <input type="radio"/>           |
| f. Other program staff ( <i>please specify</i> ) .....<br>_____ | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> | na <input type="radio"/>           |

## D. Implementation Challenges

**D1. Please indicate how much of a problem each of the following has been in the current reporting period.**

SELECT ONE RESPONSE PER ROW

|  | Not a<br>problem        | Somewhat of<br>a problem | A serious<br>problem    |
|--|-------------------------|--------------------------|-------------------------|
| a. Obtaining referrals from external organizations .....       | 1 <input type="radio"/> | 2 <input type="radio"/>  | 3 <input type="radio"/> |
| b. Recruiting participants .....                               | 1 <input type="radio"/> | 2 <input type="radio"/>  | 3 <input type="radio"/> |
| c. Enrolling the intended target population .....              | 1 <input type="radio"/> | 2 <input type="radio"/>  | 3 <input type="radio"/> |
| d. Getting enrollees to start participating in services .....  | 1 <input type="radio"/> | 2 <input type="radio"/>  | 3 <input type="radio"/> |
| e. Getting enrollees to attend regularly.....                  | 1 <input type="radio"/> | 2 <input type="radio"/>  | 3 <input type="radio"/> |
| f. Keeping participants engaged during sessions.....           | 1 <input type="radio"/> | 2 <input type="radio"/>  | 3 <input type="radio"/> |
| g. Getting enrollees to complete the program .....             | 1 <input type="radio"/> | 2 <input type="radio"/>  | 3 <input type="radio"/> |
| h. Recruiting qualified staff .....                            | 1 <input type="radio"/> | 2 <input type="radio"/>  | 3 <input type="radio"/> |
| i. Maintaining staff performance .....                         | 1 <input type="radio"/> | 2 <input type="radio"/>  | 3 <input type="radio"/> |
| j. Ensuring facilitators understand content .....              | 1 <input type="radio"/> | 2 <input type="radio"/>  | 3 <input type="radio"/> |
| k. Covering all program content in the time allotted .....     | 1 <input type="radio"/> | 2 <input type="radio"/>  | 3 <input type="radio"/> |
| l. Implementing curriculum with fidelity.....                  | 1 <input type="radio"/> | 2 <input type="radio"/>  | 3 <input type="radio"/> |
| m. Having adequate program facilities .....                    | 1 <input type="radio"/> | 2 <input type="radio"/>  | 3 <input type="radio"/> |
| n. Cooperation of recruitment and referral sources.....        | 1 <input type="radio"/> | 2 <input type="radio"/>  | 3 <input type="radio"/> |
| o. Working with service delivery partners.....                 | 1 <input type="radio"/> | 2 <input type="radio"/>  | 3 <input type="radio"/> |
| p. Experiencing extreme weather or natural disasters .....     | 1 <input type="radio"/> | 2 <input type="radio"/>  | 3 <input type="radio"/> |
| q. Getting participants to complete pre-test or post-test..... | 1 <input type="radio"/> | 2 <input type="radio"/>  | 3 <input type="radio"/> |
| r. Retaining staff.....  | 1 <input type="radio"/> | 2 <input type="radio"/>  | 3 <input type="radio"/> |
| s. Filling open staff positions .....                          | 1 <input type="radio"/> | 2 <input type="radio"/>  | 3 <input type="radio"/> |
| t. Providing comprehensive case management services .....      | 1 <input type="radio"/> | 2 <input type="radio"/>  | 3 <input type="radio"/> |
| u. Providing grant-funded participation supports.....          | 1 <input type="radio"/> | 2 <input type="radio"/>  | 3 <input type="radio"/> |
| v. Entering and reporting data .....                           | 1 <input type="radio"/> | 2 <input type="radio"/>  | 3 <input type="radio"/> |

**Thank you for completing this survey!**