

**“Evaluate the Advancing Systems Improvements to  
Support Targets for Healthy People 2010 (ASIST2010)  
Program”**

**OMB Clearance Application  
*Office on Women’s Health***

**July 23, 2009**

**Attachment E: Round 1 Grantee Interview Protocol**

Submitted by:

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Summer 2009**

Name(s) of Participants:
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**Part A: Background Questions**

1. What is your title?
2. Please describe the work that you do on the ASIST2010 grant.
3. What motivated you to apply for an ASIST2010 grant?
4. Have you ever received a grant, aside from ASIST2010, from OWH?
5. Would you please describe the members of your team and their roles?
6. How did your ASIST2010 program fit into your organizational structure?
  - a. Did you hire additional staff?
  - b. Did existing staff take on new roles?
7. Would you have pursued your program activities in the absence of the ASIST2010 funding?

**Part B: Collaborative/Partnership Questions**

8. Could you tell me about your experiences with your partners on the ASIST2010 project?
  - a. Have you worked with these partners before ASIST2010 (formally or informally)?
  - b. How did you choose the partners you are working with on the ASIST2010 project?
  - c. What are the roles of each partner organization in the context of the ASIST2010 grant?
    - i. Are all organizations involved in planning? Decision-making?
    - ii. How do you communicate with your partners? Regular meetings? Phone/email updates?
    - iii. How often do you communicate with your partners about ASIST2010? Daily? Weekly? Monthly?
  - d. Have your relationships with your ASIST2010 partner changed since the beginning of this grant?
    - i. If so, how?
  - e. Have there been any challenges in your partnership?
    - i. Can you describe these challenges?
    - ii. Have these challenges been resolved? How?
  - f. Have there been any unexpected benefits?
    - i. Can you describe these benefits?
9. What other community support, aside from those formally involved in your ASIST2010 project, do you have for this project?
  - a. Support from political leaders
  - b. Support from organizational partners

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10. Prior to the ASIST2010 grant, were you involved with other community partnerships or collaborations?
11. Do you think you will continue to work with your partners after the ASIST2010 funding expires?

**Part C: Lessons Learned/ Progress to Date**

12. What has the community's response been to the ASIST2010 program?
13. What sort of response have you received from the individuals who are the target of your program?
14. What have been some unanticipated outcomes of your ASIST2010 program activities?
  - a. Positive?
  - b. Negative?
15. Overall, has your experience with the ASIST2010 grant been positive or negative?
16. Have you been able to identify best practices from your ASIST2010 program to date?
17. What have been some of your challenges with the ASIST2010 program to date?
  - a. With implementation?
  - b. Local evaluation?
  - c. Other challenges?
  - d. How have you addressed these challenges?
18. Aside from funding, is there any additional support that you think the Office on Women's Health could provide to assist you with your program activities?
19. What steps have you taken towards sustaining your program?
  - a. How, if at all, has your sustainability plan changed since the beginning of your project?
  - b. How have you made progress on your sustainability plan?

**Termination Script**

Is there any additional information about your experiences that you would like to share with us at this time? Thank you for taking the time out of your schedule to speak with us today. The information you provided, and your experiences, will help inform our assessment. We appreciate and value your contribution. Thank you.