

Name(s) of former CAP/HCAP Community Coalition:

Participants:

### **Part A: Background**

1. What is/are your role(s) in the current coalition?
2. How were you involved in the former CAP/HCAP coalition (if at all)?
3. What are some of the biggest differences between the former coalition and the current coalition (e.g. change in health service delivery activity, change in target population)?

### **Part B: Mission, Goals, Activities of Coalitions**

*Next, I am going to review some of your responses from the survey to validate the accuracy and completeness of the information. Please stop me if any of this information is incorrect, or you would like to provide me with additional information.*

4. Based on the survey, your coalition reported the following:
  - a. The mission of your coalition is X.
  - b. The goals of your coalition are X, and some/all of these are the same goals being addressed under the CAP/HCAP grant. The coalition has/has not added new goals since the end of the CAP/HCAP grant. The coalition added new goals because of X.
  - c. The three activities that make up the largest portion of the coalition's work are X. The coalition is conducting at least one of the same/all of the same/all of the same plus new activities that it did under the CAP/HCAP grant. The coalition changed the activities it conducts or added new activities because of X.
  - d. The coalition has/does not have a lead organization. The lead organization has/has not changed since the CAP/HCAP grant. The coalition currently receives financial resources from the following organizations, X, X, X. The coalition currently has [number] members, [number] of which are considered to be active members.

### **Part C: Coalition Experiences with Sustainability**

*Next, I am going to ask questions about your experiences with sustainability.*

1. How does your coalition define sustainability?
2. Do you think your coalition has been successful in sustaining itself over time?
3. What were the most important factors that facilitated or inhibited the sustainability of your coalition? (coalition had plans for sustainability early in the program, commitment of project partners, presence of an institutional champion, presence of community or political support, differences in funding, etc.)
4. How has your coalition planned for sustainability? What worked well/ did not work well?
5. Have you received federal funding for your coalition activities post-CAP/HCAP?
6. How has your coalition's membership affected its sustainability?

7. What are the contextual factors that have affected the sustainability of the coalition? How has each of these factors affected the sustainability of the coalition?
8. What are your plans for the future?
  - a. Do you anticipate sustaining the coalition indefinitely?
9. What would your coalition have done differently if it could start over?
10. Based on your experience, what are some best practices in implementing sustainable community coalitions?

**Part D: Outcomes, Lessons Learned, Future Plans**

*Finally, I will ask about your coalition's outcomes, lessons learned, and plans for the future.*

1. What types of outcomes has your community coalition achieved post CAP/HCAP funding?
2. Were there any unanticipated outcomes? Which ones?
3. Have most of these impacts been at the individual level, systems level, or policy level?
4. Has the coalition tracked or measured its outcomes over time? Which ones?
5. Would any of these outcomes continue to benefit the community even without support from the coalition? Which ones?
6. Do you think these outcomes would have been possible in the absence of the coalition?
7. What sort of responses have you received from the individuals who are the target of your coalition?
8. Based on your experiences, what advice would you give to a new coalition?
9. Is there any additional information about your experiences that you would like to share with us at this time?

**Termination Script**

*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.*