

**ATTACHMENT A**

**STUDY TOPICS AND DATA SOURCES**

**Attachment A**  
**Implementation Study Topics and Expected Data Sources**

Topic/Key Subtopics	Sources					
	Program Documents	Sites & Records	Notes from Site Selection and Monitoring	Site Visit Discussions	Observations	Youth surveys
<b>PROGRAM</b>						
Program background	X		X			
- When, by whom, and how developed						
- Extent and settings of prior use						
- Prior evidence of effectiveness						
Site background		X	X	X		
- Youth demographics and risk behavior levels						
- Community and organizational setting						
- Previous and other existing programming						
- Process and rationale for selecting program						
Program type and emphases	X	X	X			
- Abstinence until marriage						
- Abstinence-based education						
- Sexuality education						
- Family planning education and outreach						
- STD/HIV education and prevention						
- Youth development						
Core components of the program	X	X	X	X		
- Core content						
- Core pedagogy/instructional strategies						
- Core implementation logistics						
Planned adaptations to the existing program	X	X	X	X		
Program goals and expected outcomes	X	X	X	X		
Sexual risk behavior						
Other						
- In each area:						
- Goals						
- Expected outcomes for youths, adults, schools, community						
Intended target population	X	X	X	X		
- Age/grades						
- Gender						
- SES						
- Organizational affiliation						
- Risk indicators						
Main messages conveyed to participants	X	X	X	X		
Theory of change/logic model	X	X	X	X		
- Underlying developmental theory						
- Underlying learning and influence theory						
- Program-specific operational theory of change						
School needs and values		X	X	X		
- Stakeholders						
- Steps taken to gain and maintain school/district buy-in and support						
- Coordination with other related school programs						
Community needs and values		X	X	X		
- Stakeholders						

Topic/Key Subtopics	Sources					
	Program Documents	Site Documents & Records	Notes from Site Selection and Monitoring	Site Visits	Observations	Youth surveys
- Steps taken to gain and maintain community buy-in and support						
External events				X		
- Outside influences that may have affected the program outcomes targeted for change						
Availability and features of other programs/services with similar goals (including pregnancy prevention and family planning programs)			X	X		
- School-based programs						
- Clinic-based programs						
- Community-based programs						
Youth participation in other relevant programs/services				X		X
- School-based programs						
- Clinic-based programs						
- Community-based programs						
<b>PROGRAM IMPLEMENTATION</b>						
<b>Program administration and funding</b>						
Sponsor/organization administering program		X	X	X		
- National organization, and role						
- Local sponsoring organization						
Program partners and their roles		X	X	X		
- Formal and informal partners						
- Roles in implementing program						
Sources of financial and in-kind resources		X	X	X		
Adequacy of resources		X	X	X		
<b>Key resources required/used to implement program</b>						
Program materials	X	X	X	X		
- Curriculum materials						
- Teacher/leader guides						
- Supplemental resources						
- Assessment/monitoring tools						
Staff structure and positions		X	X	X		
- Organizational chart						
- Position descriptions						
- Minimum qualifications for each position						
- Use of volunteers						
Training (pre-service and in-service) and technical assistance	X	X	X	X		
- Training offered or sanctioned by program developer						
- Technical assistance offered or sanctioned by program developer						
- Other training or technical assistance used by site						
- Certification (availability, process, cost)						
Facilities		X	X	X		
- Infrastructure required/used (technology, special facilities or space requirements)						
Cost	X	X	X	X		
- Overall cost, cost per participant						
- Cost of acquiring curriculum materials, etc						
- Cost of external training and technical assistance						
<b>Key features/activities planned/implemented</b>						

Topic/Key Subtopics	Sources					
	Program Documents	Site Documents & Records	Notes from Site Selection and Monitoring	Site Visit Discussions	Observations	Youth surveys
Key features of program - (For each component, timeline, main topics, venue, format, materials, prescribed number, frequency and length of sessions, staffing)						
Youth focused components (content and strategies) - Adult-led instruction/activities - Peer-led instruction/activities - Individual counseling/mentoring/tutoring - Large group events/school assemblies - Online resources/activities - Referrals - Direct health services - Community service/experiences - Other	X	X	X	X		
Adult-focused components (content and strategies) - Parent training, train-the-trainer	X	X	X	X		
Community-focused components (content and strategies) - Special events - Media campaign - Website - Other	X	X	X	X		
Planned/actual program time line - Time period during which program will be implemented - Time of day/schedule of sessions/activities		X	X	X		
Number and duration of sessions	X	X	X	X		
Types of activities during sessions	X	X		X		
Other types of participant contacts		X		X		
Features of the program that distinguish it from others		X		X		
<b>Key dimensions of planned/actual program delivery</b>						
Number and characteristics of youth targeted/served in evaluation site(s) - Ages/grades - Gender - Race/ethnicity, language - SES - Organizational affiliation - Risk indicators - Legal status (court-ordered, foster care) - Sexual orientation		X	X	X		X
Staff qualifications and experience - Education - Degrees and certification - Relevant experience - Staff turnover		X		X		
Quantity and quality of staff training - Training opportunities and participation levels - Staff assessment of value of training		X		X		
<b>Key dimensions of planned participation</b>						
Outreach and recruitment to fill program spaces - Outreach strategies		X		X		

Topic/Key Subtopics	Sources					
	Program Documents	Site Documents & Records	Notes from Site Selection and Monitoring	Site Visit Discussions	Observations	Youth surveys
- Recruitment procedures						
Parental permission		X		X		
Attendance at specific events/sessions		X				
- Mandatory vs. voluntary						
- Attendance monitoring and followup						
- Retention in the program						
Parent outreach and involvement		X		X		
- Opportunities for parent input or participation						
- Levels of parent participation						
Links to other community agencies		X		X		
- Nature of agreements with community partners						
- Coordination with community partners						
Links to other school activities		X		X		
<b>Monitoring and Adaptations</b>						
Assessment/monitoring and program adaptation		X		X		
- Service tracking						
- Outcomes data collection and analysis						
- Processes for program assessment/monitoring						
Unplanned adaptations of program to fit context				X		
- Information or events that led to changes						
- Changes in messages/Curriculum changes						
- Changes in schedule, duration or intensity						
- Staffing changes						
- Changes in target population						
- Use of supplemental materials						
- Other changes						
<b>IMPLEMENTATION FIDELITY</b>						
Implementation of core program components compared to plans and standards	X	X		X		
- Program performance standards						
- Program self-assessment						
- Fidelity assessed according to benchmarks established prior to implementation/evaluation						
- Reasons for lack of adherence						
Participant responsiveness		X		X	X	X
- Participation patterns overall and in key activities						
- Participant engagement in program activities						
- Barriers to participation						
Indicators of quality		X		X	X	
- Youth involvement in planning						
- Group sizes and youth-staff ratios						
- Interactions between staff and youth						
- Parent involvement						
Implementation challenges and successes				X		

