

ATTACHMENT F

**GUIDE FOR DISCUSSION WITH FRONTLINE STAFF
AND OTHERS DELIVERING THE PROGRAM**

Guide for Discussion with Frontline Staff and Others Delivering the Program

Introduction (5 minutes)

Introduce self and other PPA staff

Purpose of Discussion

Logistics (if group discussion)

Taping

Tapes help in preparing the report.

No one outside of the project team will ever have access to the tapes.

Privacy

We will never use your name in a report, and your name will never be associated with your answers.

In the report, we will say things like, "About half the people disagreed with statement X."

Please talk one at a time so everyone can be heard.

Our time is limited, so I may need to change the discussion to a new topic from time to time, to make sure we cover everything.

There are no right or wrong answers...please offer your opinion, even if it is different from others.

Participant Introductions (if group discussion) (5 minutes)

Please introduce yourself by telling us:

Your first name

Your role in the program

Your favorite snack

Program (10 minutes)

How would you describe PROGRAM to a youth who just moved into your school/community?

Probe: What is the purpose of the program?

Probe: What are the core components of the program?

Probe: What are the main activities of the program?

Probe: Who can participate in the program?

Thinking of other related programs and services for youths in your community, what is unique or special about PROGRAM?

Population served (10 minutes)

How would you describe the youths you are working with in PROGRAM?

What is the prevalence of risky behaviors in your community and among the youths you work with?

What strengths do the youths you work with bring to PROGRAM? To what extent are their parents involved and supportive?

What needs do youths you work with have that need to be addressed by PROGRAM in order to meet the goals of the program? What challenges do you face in reducing their risky behaviors?

Training (10 minutes)

Which aspects of the program were you well prepared for, and which aspects were you unprepared for?

What experience did you have teaching youths about sexuality or abstinence? How comfortable are you with teaching these topics?

What, if any, training have you received to help you carry out your responsibilities with the program?

Has the training helped you in implementing program activities?

Why or why not?

Is there any other training that you think would help you carry out the program more effectively?

Program Experiences (10 minutes)

Have you encountered any challenges in implementing PROGRAM?

Probe: Do youths like PROGRAM activities? Is it easy to keep them engaged in the PROGRAM?

Probe: Are the materials appropriate for and easy to use with the youths you are working with?

Probe: What issues make it hard to deliver the program as intended?

What aspects of the program do you think are most effective?

If you could change the program, what would you change?

Probe: Would you change the materials?

Probe: Would you change the frequency or duration of sessions?

Probe: Would you add certain activities or take out other activities?

Probe: Would you have PROGRAM include additional or different topics?

Closing

Is there anything else you would like to tell me about PROGRAM or the youths you serve?

Thank you!