

Introduction:

Just to remind you, this is an interview designed to understand more about the program capacities of [INSERT GRANTEE NAME HERE], policies and protocols that were developed and implemented in your *In Community Spirit* grant efforts, ICS grant activities that have been sustained since grant funding, and continued collaboration and capacity building with program partners.

1. Can you tell me how you are affiliated with the In Community Spirit grant program at [INSERT GRANTEE NAME]?(Use Form A information to confirm same role and affiliation)
2. Before we begin talking about the In Community Spirit project at [INSERT GRANTEE NAME], could you tell me a little about your organization/center? What would you say it is known for?
 - **Interviewer:** Confirm information about the organization and center from Form A.

Alright, so the next couple of sections of the interview will ask about achievements of the In Community Spirit grant and sustained program activities.

Achievement of In Community Spirit Grant Goals:

3. Previously you described the formal goals of the In Community Spirit Program at [INSERT GRANTEE NAME]. (Interviewer repeat stated goals) In your opinion, was [INSERT GRANTEE NAME] successful in achieving those goals?

Probe: Can you provide specific examples of how ICS each program goal was reached? If a goal was to provide gender-specific education and outreach, what made it gender-specific? Were there any program goals that were not fully reached? If any of these goals included gender-specific education or outreach, what made it gender-specific?

Sustainability of ICS Program Activities

In just a minute, I'll be asking you about how ICS have continued or not after grant funding ended. First, I'd like to talk to you a little bit about the development and implementation of a sustainability plan for ICS activities to continue post funding, the implementation of that plan, and continued partnerships and collaborations to implement HIV prevention activities to and with AI/AN women.

4. Previously, you indicated that [INSERT COLLABORATIVE PARTNERS FROM FORM A HERE] were working on sustainability plans for In Community Spirit program activities and providing HIV prevention activities to AI/AN women. Can you talk about the specific things that were done/are being done to ensure that activities would continue after grant funding?

- Interviewer: Gather information about the specific plan. What resources were/are identified for future funding? What specific steps were/are being taken to implement the plan and ensure activities after grant funding ended? Can you describe the sustainability planning process? Who was/is involved (person and organization)? How were/are priorities identified? How were/are responsibilities assigned?

5. How well were sustainability plans followed?

- Interviewer: Allow respondent to answer then probe.
- **PROBE:** What specific steps were/are taken to identify and secure resources to continue program implementation? Were/are additional resources identified to secure additional funding for program activities?

6. Previously, you indicated that [INSERT GRANTEE NAME] was working with [INSERT COLLABORATIVE PARTNERS FROM FORM A HERE] to develop sustainability plans, expand capacity, and refine resource allocation to ensure program activities [These items will be tailored to reflect previous responses on sustainability plans]. Can you describe the collaborative relationships with partner organizations that still exist? How have these relationships changed over time?

- Interviewer: How have/are collaborative relationships continued/continuing to ensure implementation of ICS program activities? Are their collaborative relationships that no longer exist? How have these relationships affected service provision, prevention education, or community awareness activities? Are there relationships with program partners that were not able to be sustained? Why did the relationship end?

7. What was/is the biggest challenge or barrier to sustaining the program and collaborative relationships?

- Interviewer: Allow respondent to answer then probe.
- **PROBE:** Lack of resources? Changing priorities?

8. What was/is the biggest facilitator to sustaining the program and collaborative relationships?

- Interviewer: Allow respondent to answer then probe.
- **PROBE:** Securing additional resources, common purpose/goals of collaborative organizations?

This next section of the interview asks questions about the specific ICS grant activities and whether those activities have continued since grant funding ended. [Note to interviewer: Only to be used with former grantees.]

9. Previously you indicated that the ICS grant program at [INSERT GRANTEE NAME] was implementing [INSERT COMMUNITY AWARENESS ICS ACTIVITIES IMPLEMENTED]. Is this activity still being implemented with AI/AN women?

- **INTERVIEWER:** Allow respondent to answer and then use probes.

PROBE: This could include outreach campaigns such as public service announcements, print media, or other campaigns designed to increase knowledge about HIV and its prevention, increase HIV testing, reduce sexual risk behaviors, and reduce stigma. What is the nature of the continuing activities? What has changed about these community awareness activities (e.g., are they done less or more frequently, is the target audience different)? What is the source of funding for continuing this activity?

10. Previously you indicated that the ICS grant program at [INSERT GRANTEE NAME] was implementing [INSERT PREVENTION EDUCATION ICS ACTIVITIES IMPLEMENTED]. Is your organization still implementing this (these) activity? What resources is your organization utilizing to continue this activity?

- **INTERVIEWER:** Allow respondent to answer and then use probes.
- **PROBE:** This could include policies and protocols related to testing or service provision, protocols for referring and/or treating AI/AN women, and number of women to be served annually through program/organization activities. How many women typically receive services (testing, referrals, follow-up) through your organization annually? What, if anything, has changed about these services?

We're coming to the end of the interview, and I want to shift our conversation to talk about the primary accomplishments and outcomes of the program.

11. Thinking about what the program has accomplished, what would you identify as the program's main accomplishments?

- **PROBE:** Increased awareness, increased knowledge of HIV and its prevention, capacity building?
- To your mind, are there any other changes that you would attribute to the grant?

12. In your opinion, do you think that the program accomplished/is accomplishing its goals? (Very likely, likely, unlikely, very unlikely, no opinion)

- Why do you feel this way?

I have two final questions about the factors that promote and the things that serve as barriers to HIV and its prevention through your organization.

13. Previously, you mentioned that [insert barrier here] was/is the biggest barrier or obstacle to HIV prevention with the AI/AN populations that you are serving? Have you been able to overcome this barrier?

- **PROBE:** How has your organization worked to address this challenge in HIV prevention services?

14. On the opposite side, you mentioned that [INSERT FACILITATOR HERE] was/is the greatest facilitator of implementing of HIV prevention with AI/AN women? How has your organization used this facilitator to continue program activities?

Those are all of the questions that I have. Thank you for taking the time to speak with me today about your involvement in the In Community Spirit grant program at [INSERT GRANTEE NAME].

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