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**Parents and Children  
Together (PACT) Evaluation  
(0970-0403):**

**OMB Supporting Statement  
for the Healthy Marriage  
Baseline, Implementation  
Study, and Qualitative Study  
Data Collections**

**Part B: Collection of  
Information Involving  
Statistical Methods**

July 2013

## CONTENTS

1. Respondent Universe and Sampling Methods.....	1
2. Procedures for Collecting Information.....	3
a. Statistical Methodology, Estimation, and Degree of Accuracy.....	3
b. Unusual Problems Requiring Specialized Sampling Procedures.....	3
c. Periodic Cycles to Reduce Burden.....	3
3. Methods to Maximize Response Rates and Data Reliability.....	3
4. Tests of Procedures or Methods.....	8
5. Individuals Consulted on Statistical Methods.....	9
REFERENCES.....	11

(Please see item A1 for a short description of the impact and implementation/qualitative only evaluations, as well as the data collection instruments already approved and currently requested, which are numbered (1) through (18): thus, numbers in parentheses refer to the number of the instrument.)

## 1. Respondent Universe and Sampling Methods

### Impact Evaluation

*Implementation – Additional Implementation Data Collection Instruments (Responsible Fatherhood and Healthy Marriage Grantee Evaluation).* Up to 30 sites are anticipated: though the mix may change as we continue to recruit sites, at present, burden is calculated for ...

- RF sites: 5 impact, and 10 implementation/qualitative only sites; and
- HM sites: 5 impact, and 10 implementation/qualitative only sites.

These instruments will be used in both (i) impact evaluation and the (ii) implementation/qualitative only evaluation.

The sampling approaches for each instrument are:

**(8) Semi-structured interview topic guide (for program staff).**

Respondents will be selected purposively using organizational charts and information on each employee’s role at the host organization and its partner organizations. Purposeful selection is appropriate for staff selection because insights and information can only come from individuals with particular roles or knowledge. In selecting staff, we will take into account factors such as each staff member’s (a) position and responsibilities, and (b) amount of daily interaction with participants or prospective participants.

**(9) On-line survey (for program staff).** All program staff at sites included in the implementation study at the time of survey administration will be asked to complete the survey. We anticipate that in each program 25 staff will be asked to complete the survey.

**(10) Telephone interview guide (for program staff at referral organizations).** The contractor will conduct a series of telephone interviews with individuals at organizations that either (1) refer fathers or couples to the RF/HM program, or (2) receive referrals from the RF/HM program for support services not available through the RF/HM program. Interviews will occur with up to 5 referral organizations per site. To identify respondents, the contractor will obtain from each RF/HM program a list of organizations that work with the program to provide or receive referrals and contact information for a representative at the referral organization.

**(11) On-line Working Alliance Inventory (for program staff and participants).** The instrument will be used with all case manager-program participant dyads that enroll in RF/HM programs

during a six-month period. We estimate that up to 100 individuals would enroll in this time period and be asked to complete a Working Alliance Inventory. The case manager assigned to work with each individual enrolling in this time period would be asked to complete the Working Alliance Inventory about the relationship between the individual and case manager.

**(12) Focus group discussion guide (for program participants).** For each focus group, a random sample of 15 participants will be selected from those that meet eligibility requirements. Individuals who have engaged in at least two program activities or attended a single activity two times beyond the intake interview will be eligible to participate in the focus groups.

**(13) Telephone interview guide (for program dropouts).** In each RF/HM program, the contractor will conduct up to 15 telephone calls with individuals identified as “program dropouts.” Program dropouts will be defined as individuals or couples who are enrolled in the program but who have never participated in a group session, or only participated once or twice, and/or received no more than one substantive case management contact. If an RF/HM program has more than 15 fathers or couples identified as program dropouts, the contractor will randomly order the set of program dropouts and attempt to complete interviews with the first 15 on the list.

*Qualitative (Responsible Fatherhood Grantee Evaluation).* The qualitative study will occur in all RF grantees that are participating in the RF impact study. Qualitative studies may also occur in RF grantees that are participating in implementation/qualitative only studies (including the Hispanic RF sub-study) but not the impact study. Following the (14) in-depth, in-person interview guide, the contractor will interview up to 95 program participants over all the sites. To select these participants, we expect to draw a random sample in each site from a list of program participants who meet a minimum participation threshold – e.g., those who have engaged in at least two program activities or attended a single activity two times beyond the intake interview over a four- to five-month period. The (15) check-in call guide will be used to contact the same fathers in the sample for the in-person in-depth interviews.

### **Implementation/Qualitative Only Evaluation: Hispanic RF Sub-study**

The Hispanic RF study will occur in up to five RF grantees that serve mostly Hispanic fathers. (These five RF grantees will be a subset of the up to 10 grantees participating in the implementation/qualitative only evaluation but not the impact evaluation). The sampling approach for each instrument is:

**(16) Semi-structured interview topic guide (for program staff).** Respondents will be selected purposively using organizational charts and information on each employee’s role at the host organization and its partner organizations.

**(17) Focus group discussion guide (for program participants).** For each focus group, a random sample of 15 participants will be selected from those that meet eligibility requirements. Individuals who are Hispanic and have engaged in at least two program activities or attended a single activity two times beyond the intake interview will be eligible.

**(18) Questionnaires (for program participants in focus groups).** All participants in the Hispanic father focus group will be asked to complete a questionnaire.

## **2. Procedures for Collecting Information**

### **a. Statistical Methodology, Estimation, and Degree of Accuracy**

[Instruments for which statistical methodology will be employed have all been previously approved.]

### **b. Unusual Problems Requiring Specialized Sampling Procedures**

There are no unusual problems requiring specialized sampling procedures.

### **c. Periodic Cycles of Data Collection**

#### **Impact Evaluation**

For the implementation study, there will be two rounds of data collection for the (8) semi-structured interview topic guide (for program staff), for the (9) on-line survey (for program staff), and for the (12) focus group discussion guide (for program participant fathers or couples). The data collection rounds will be spaced between twelve and eighteen months to allow for program maturation. The remaining implementation study data collections – the (10) telephone interview guide (for program staff at referral organizations), the (11) on-line Working Alliance Inventory (for program staff and participants), and the (13) telephone interview guide (for program dropouts) – will be collected only once.

The qualitative (14) in-person, in-depth interview guide (for program participants) will include three cycles of data collection, spaced approximately one year apart. The (15) telephone check-in guide will be conducted twice between the first and second interview with all participants and then twice between the second and third interviews.

## **Implementation/Qualitative Only Evaluation: Hispanic RF Sub-study**

The Hispanic RF substudy will include only one round of site visits.

### **3. Methods to Maximize Response Rates and Data Reliability**

#### **Impact Evaluation**

*Implementation – Additional Implementation Data Collection Instruments (Responsible Fatherhood and Healthy Marriage Grantee Evaluation).*

**(8) Semi-structured interviews with program staff.** To maximize response rates and data reliability, the contractor will:

- **Conduct interviews during site visits.** We anticipate that all grantees selected to participate in the PACT evaluation will agree to participate in these visits. Our past experience indicates that staff participation rates in site visits are typically higher than 90 percent among selected grantees.
- **Identify convenient dates/times for site visits.** To help ensure high participation among staff for interviews, the contractor will coordinate with the selected grantees to determine convenient dates for these visits and work with grantees to develop a schedule that accounts for the availability of program staff.
- **Use experienced and trained staff.** All contractor staff conducting semi-structured staff interviews will have prior experience conducting semi-structured interviews and will participate in training to maximize data reliability.

**(9) On-line survey (for program staff). To maximize response rates, the contractor will:**

- **Obtain contact information.** The contractor will work with grantees to identify a contact to provide staff information and assist with encouraging staff to complete the survey, if needed. From this contact, the contractor will obtain a roster listing all staff with a management or direct service role for the grantee and individual contact information, including email address and telephone number.
- **Contact staff.** Each staff member will receive an email invitation, and up to two reminder contacts, requesting that s/he complete the survey (included in Appendix K). Each email communication will include a unique username and password to ensure that responses from a staff member are private. These email messages will be sent approximately one week apart.

- **Follow-up with staff.** Staff members who do not complete the survey after three email contacts will receive a phone contact from a member of contractor’s team to ask if email messages were received and to request that the individual complete the survey. Also, after three email attempts, the contractor will ask the grantee contact to check if staff have received the email invitations and encourage non-responding staff to complete the survey. The combination of direct email contact to respondents and contactor and program staff contact, as needed, has resulted in high response rates on a prior staff survey conducted by the contractor for the Cross-Site Evaluation of Evidence-Based Home Visiting Programs.

**(10) Telephone interview guide (for program staff at referral organizations).** To maximize the number of responses by representatives of referral organizations, we will:

- **Train interviewers.** All interviewers conducting telephone calls will be experienced telephone interviewers and complete a training specific to this study.
- **Identify referral organizations.** The contractor will ask each RF/HM program participating in the implementation study to identify its referral organizations and a representative at each organization, and provide email and telephone contact information for the representative.
- **Contact referral organizations.** Using these lists, we will contact the identified representatives through direct calls where we introduce the purpose of the call and ask the individual to complete the interview at that time or schedule an alternative time. If the individual requests that we schedule the interview for an alternative time, interviewers will work with the representative to identify a suitable time, even if during non-standard work hours.
- **Follow-up with non-responders.** Interviewers will conduct multiple attempts to reach identified representatives by telephone. If telephone outreach does not work, interviewers will contact representatives by email to ask him or her to schedule a time for the interview (included in Appendix K).

**(11) On-line Working Alliance Inventory (for program staff and participants).** The Working Alliance Inventory will ask dyads comprised of a program participant and the assigned case manager to complete the 12-item survey. To maximize response to the Working Alliance Inventory, we will:

- **Keep the survey brief and clearly identify the reference individual.** The Working Alliance Inventory is a 12-item survey

that uses a common 7-point Likert-type scale for each question. This survey length will enable program participants and case managers to quickly complete it. Also having survey items reference the first name of either the program participant or case manager, depending on what is appropriate for an item, ensures that each item will be clear to a respondent.

- **Use a web-based application.** Administering the survey through a web-based application will allow both program participants and case managers to access the survey from any computer with an internet connection. Grantees will be asked to allow program participants to use on-site computers to access the survey, if the participant prefers, to minimize non-response due to lack of an accessible computer.
- **Provide unique usernames and passwords to each respondent.** Each program participant and case manager will receive a unique username and password when completing the survey to protect the privacy of their responses. While program participants and case managers will be asked to complete the survey around the same point in time, they will be encouraged to not be together at the time of completion to encourage honest responses to the survey items.
- **Provide grantees with tracking tools.** Grantees will ask the program participants to complete the survey during an office visit about six months after program enrollment. The grantee will be provided a tracking tool that identifies when the dyad reaches this milestone, so the program knows to invite the program participant to an office visit. The tool will also monitor survey completion, so program and contractor staff can work together to ensure both members of the dyad complete the survey.

**(12) Focus groups with participants.** To maximize response rates and data reliability in the focus groups, the contractor will:

- **Use multiple modes and reminders to recruit participants.** Grantee staff will be asked to provide the selected participants a recruitment flyer for the focus group (included in Appendix K). In addition, an email/letter will be sent to each selected participant (also included in Appendix K). Reminder calls will be made at least once before each focus group is held. To maximize response rates, we will offer a \$25 gift in appreciation of each participant's time.
- **Conduct focus groups on site at a time convenient to participants.** All focus groups will be held at the program location during a scheduled site visit. We will coordinate the schedule for each focus group so that it is convenient for participants to attend,



for example just before or after a program group session, during the evening or weekend.

- **Use experienced focus group moderators.** All contractor staff moderating focus groups will have prior experience with focus group moderation and participate in training to increase data reliability.

**(13) Telephone interviews with program dropouts.** To maximize response rates in conducting the brief telephone interviews with program dropouts, the contractor will:

- **Attempt contact during times when respondents are likely to be home.** To accommodate varied schedules, the contractor will make calls to the selected respondents during evening and weekend hours as well as weekdays. The contractor will offer respondents a \$15 gift in appreciation of their participation.
- **Use multiple methods to contact respondents.** Initial attempts to contact the selected respondents will be by telephone, but the contractor may also send an email/letter requesting the interview (included in Appendix K).
- **Monitor staff.** Contractor staff will monitor the telephone interviews with program dropouts to ensure that all interviewers are following the interview guide. All interviewers conducting will participate in training to enhance data reliability.

*Qualitative (Responsible Fatherhood Grantee Evaluation).* To maximize data reliability and response rates for the (14) in-person, in-depth interviews and (15) telephone check-ins, we will take the following steps:

- **Use multiple methods for recruiting and scheduling interviews.** An email/letter will be sent to all participants that are randomly selected to inform them of the in-person interview (included in Appendix K). Subsequently, trained staff will contact participants to schedule the interview one week in advance. The staff member who will be conducting the interview will contact the participant four hours prior to the interview for confirmation. Trained field staff will be used to locate and recruit participants who were not reached by telephone or who do not show up for the interview during their scheduled time.
- **Schedule interviews at a convenient time for respondents.** All interviews will be conducted by a single interviewer at a place and time of the fathers' choosing, ideally in their own neighborhoods. Conducting interviews in public places in the participants' own neighborhoods often enhances participants' level

of comfort with the interview process which may improve the quality of their responses particularly surrounding sensitive topics.

- **Use trained interviewers.** Qualitative interviewers will receive intensive and comprehensive training in how to conduct in-depth interviews. During training, interviewers will learn about the goals of the qualitative study, its relation to the larger evaluation, and the research questions that the interviews are intended to address. They will also be trained on the interview guide and how to skillfully probe via follow-up questions. The training will also include role playing and immediate feedback from trainers. A key part of training will focus on how interviewers can present themselves and phrase their questions and probes in culturally sensitive ways. Interviewers will be instructed to avoid both asking leading questions and expressing approval or disapproval while still maintaining rapport. These leaders will also routinely review randomly selected audio recordings for each interviewer to ensure quality and adherence to interviewer techniques and the in-depth interview guide, and will also attempt to observe each interviewer at least once.
- **All interview waves conducted with same interviewer.** All three waves of interviews will be conducted by a single interviewer for each participant. This continuity will maximize rapport between the interviewer and the respondent, which increases data quality. Allowing respondents to build a relationship with a single interviewer across waves is also expected to increase response rates in the second and third waves.
- **Open-ended questions with topic guide.** There is no script that interviewers must follow verbatim, but they will use an interview guide to help ensure that interviewers systematically cover each topic of interest while still preserving the freedom for the in-depth interviews to be primarily respondent-led. The absence of a structured script helps develop rapport between the interviewer and the respondent, which increases data quality.
- **Provide a gift as appreciation for respondent’s time.** To maximize response rates and thank participants for their time, the contractor will provide \$60 for each completed 2-hour interview. Similar amounts have been used to encourage participation in qualitative interviews in ongoing and past studies of a similar population.<sup>1</sup>

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<sup>1</sup> For example, in a study for the U.S. Housing and Urban Development (HUD) entitled Moving to Opportunity, a \$50 gift was provided for a 60-minute interview with the household head (OMB control number 2528-0161).

### **Implementation/Qualitative Only Evaluation: Hispanic RF Sub-study**

The Hispanic RF Sub-study will use similar instruments for (16) semi-structured interviews and (17) focus groups as for the *Additional Implementation Data Collection Instruments* discussed above. Thus, the methods to maximize response rates and reliability will be the same for these instruments in the Hispanic RF sub-study as in the Implementation Study.

**(18) Questionnaire for focus group participants in the Hispanic RF substudy.** To maximize response rates and ensure data reliability, the contractor will:

- **Administer the survey in person directly after the focus group.** Participants will be provided with paper and pencil copies of the questionnaire and asked to complete it immediately following the focus group.
- **Provide Spanish language translations of the questionnaire.** Some respondents may be more comfortable responding to a written questionnaire in Spanish rather than English; respondents can choose to use either version.
- **Read questions aloud and provide assistance to address any literacy issues.** A bilingual focus group moderator will read each question aloud in English and Spanish as respondents complete the questionnaire. A second moderator will be on hand to provide additional individual assistance for any respondents who may have difficulty with literacy.

## **4. Tests of Procedures or Methods**

### **Impact Evaluation**

*Implementation – Additional Implementation Data Collection Instruments (Responsible Fatherhood and Healthy Marriage Grantee Evaluation).* Several implementation study instruments build on existing questions and previous experience from similar studies completed by the implementation study team. Consequently, pretesting of previously used instruments or measures has not been planned. Specifically, the (8) and (16) semi-structured interview topic guides (for program staff), the (10) telephone interview guide (for program staff at referral organizations), the (12) and (17) focus group discussion guides (for program participants), and the (13) telephone interview guide (for program dropouts) build on guides used in similar studies such as Building Strong Families and the Cross-Site Evaluation of Evidence-Based Home Visiting Programs. The (11) on-line Working Alliance Inventory (for program staff and participants) also will not be pretested, as this instrument was used on the Cross-Site Evaluation of Evidence-Based Home Visiting Programs.

The (9) on-line survey (for program staff) was pretested on six staff members of a RF program in Texas. The staff members completed a paper-and-pencil survey. Five of the six staff then participated in a debrief interview to discuss their experiences completing the survey. As a result of the pretests, some questions were revised, some response categories refined, and one question removed because of redundancy.

*Qualitative (Responsible Fatherhood Grantee Evaluation)*. Because the (14) in-person, in-depth interview guide (for program participants) and the (15) telephone check-in protocol that will guide RF participant interviews builds on previous experience from similar studies completed by the qualitative study team, drawing from topics that have been explored in prior studies, it will not be pretested.

### **Implementation/Qualitative Only Evaluation: Hispanic RF Sub-study**

For a discussion of tests of procedures or methods for (16) semi-structured interview topic guide (for program staff) and (17) focus group discussion guide (for program participants), please see the *Implementation – Additional Implementation Data Collection Instruments (Responsible Fatherhood and Healthy Marriage Grantee Evaluation)* in this item (item B4).

The (18) questionnaire for focus group participants in the Hispanic sub-study includes questions about demographic information and two well-established scales. The Mexican American Cultural Values scale has shown good psychometric properties (Knight et al. 2010), and the Acculturation Rating Scale for Mexican Americans Version II has demonstrated validity and reliability in prior studies (Barrera et al. 2012; Gonzalez et al. 2001; Berry 1997; Fischer and Corcoran 2007). For these reasons, pretesting of these measures has not been planned.

## **5. Individuals Consulted on Statistical Methods**

Input on statistical methods on statistical methods was received from staff in the ACF Office of Planning, Research, and Evaluation as well as staff at Mathematica Policy Research and project and a limited number of staff external to Mathematica.

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