

## Interview Guide Matrix

Domain: Organizational Context								
Subdomain	Grantee Organization	Nonfunded Organization	Probes	PI/PD <sup>1</sup>	PM <sup>2</sup>	S <sup>3</sup>	P <sup>4</sup>	RQ <sup>5</sup>
<b>Mission</b>	Describe your organization's mission.	Describe your organization's mission.	<ul style="list-style-type: none"> <li>What would you say are the goals your organization is trying to achieve?</li> </ul>	<b>X</b>				RQ2, RQ4
<b>History</b>	Describe the history of your organization.	Describe the history of your organization.	<ul style="list-style-type: none"> <li>What led to the development of this organization?</li> <li>Who was part of the development team?</li> <li>How long has your organization been in existence?</li> <li>Describe the target population(s) your organization serves.</li> </ul>	<b>X</b>				RQ2, RQ4
	Can you briefly describe your organization and how long it has been involved with [insert Grantee Organization name]? <sup>6</sup>	Can you briefly describe your organization and how long it has been involved with [insert Nonfunded Organization name]?					<b>X</b>	RQ2, RQ4
<b>Setting/infrastructure</b>	Describe your organization's setting and infrastructure.	Describe your organization's setting and infrastructure.	<ul style="list-style-type: none"> <li>Where does your organization operate?</li> <li>What are the key programmatic areas of focus for your organization?</li> <li>Does your organization have a board of directors and/or medical advisory board? If so, what is their role within your organization?</li> <li>How many people does your organization employ?</li> <li>Describe the staff expertise at your organization?</li> <li>What is the organizational structure?</li> </ul>	<b>X</b>				RQ2, RQ4

<sup>1</sup> Principal Investigator/Project Director

<sup>2</sup> Project Manager/Program Coordinator

<sup>3</sup> Program Staff

<sup>4</sup> Partner

<sup>5</sup> Research question addressed

<sup>6</sup> Boxes shaded  denotes partner only questions

### Interview Guide Matrix

#### Domain: Organizational Context

Subdomain	Grantee Organization	Nonfunded Organization	Probes	PI/PD	PM	S	P	RQ
			<ul style="list-style-type: none"> <li>• What is your organization's operating budget?</li> </ul>					
<b>Role in organization</b>	How would you describe your role within your organization?	How would you describe your role within your organization?	<ul style="list-style-type: none"> <li>• How long have you worked at [insert name of organization]?</li> <li>• How did you originally get involved?</li> </ul>	<b>X</b>	<b>X</b>	<b>X</b>		RQ2, EQ4

## Interview Guide Matrix

Domain: Implementation of the Cooperative Agreement (CA)								
Subdomain	Grantee Organization	Nonfunded Organization	Probes	PI/PD	PM	S	P	RQ
<b>Core Components of the CA</b>	Describe your participation in the DP11-1111 cooperative agreement (CA).	7	<ul style="list-style-type: none"> <li>How does your program implement the requirements of the CA?</li> <li>How would describe your organization's experience with participating in the CA?</li> </ul>	X	X	X		RQ1
	Describe the process your organization has used to manage and oversee the CA.		<ul style="list-style-type: none"> <li>Describe the process your organization used to develop a communication plan.</li> <li>How does your organization use the communication plan?</li> <li>Describe the process your organization used to develop a management plan.</li> <li>How does your organization use the management plan?</li> <li>Describe your experience participating in CDC meetings?</li> </ul>		X			RQ1
	Describe the process your organization used to conduct a needs assessment.		<ul style="list-style-type: none"> <li>What methods did your organization use to conduct the needs assessment?</li> </ul>		X			RQ1
	Describe if and how the CA affected your organization's ability to create new or strengthen existing partnerships.		<ul style="list-style-type: none"> <li>What new partnerships were formed?</li> <li>What existing partnerships were enhanced?</li> </ul>		X			RQ1
	Describe the process you organization used to create a program plan.				X			RQ1
	Describe how your organization has worked to implement the program plan.				X			RQ1
	Does your program have an evaluation plan? If so, describe the process your organization used to create the evaluation plan.				X			RQ1
	Describe how your organization has worked to implement the evaluation plan.				X			EQ1
	Does your program have a sustainability				X			RQ1

<sup>7</sup> Boxes shaded  denotes questions not asked of entire segment.

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Domain: Implementation of the Cooperative Agreement (CA)								
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	plan? If so, describe the process your organization used to create a sustainability plan.							
<b>Training/Technical Assistance</b>	What types of trainings has your organization participated in to help with the management of the CA?		<ul style="list-style-type: none"> <li>How were these trainings delivered?</li> <li>How often did your organization participate in these trainings?</li> <li>Who delivered the trainings?</li> <li>How were you able to apply the training you received to help with program implementation and/or evaluation?</li> </ul>	<b>X</b>	<b>X</b>			RQ1
	What kinds of technical assistance (TA) has your organization received as a part of the CA.		<ul style="list-style-type: none"> <li>How was the TA delivered?</li> <li>How were you able to apply the TA received to help with program implementation and/or evaluation?</li> </ul>	<b>X</b>	<b>X</b>			RQ1
	Describe your organization's engagement with your CDC program consultant(s).		<ul style="list-style-type: none"> <li>How often do you communicate?</li> <li>What are the primary methods of communication?</li> <li>What kinds of information does your program consultant share?</li> <li>How often did your organization receive TA from CDC assigned program consultant?</li> </ul>		<b>X</b>			RQ1
<b>Resources</b>	Describe the resources that your organization has used to implement the CA.		<ul style="list-style-type: none"> <li>What are each staff member's key tasks for the CA?</li> <li>Describe technology that supports your organization's participation in the CA?</li> <li>Describe other materials that support your organization's participation in the CA.</li> </ul>	<b>X</b>	<b>X</b>			RQ1
<b>Facilitators</b>	What factors, if any, have facilitated your organization's participation in the CA?		<ul style="list-style-type: none"> <li>What internal organizational factors (e.g., staff, resources, expertise) have helped your organization participate in the CA?</li> <li>What external factors (e.g., training, TA, partnerships) have helped your organization participate in the CA?</li> </ul>	<b>X</b>	<b>X</b>	<b>X</b>		RQ2

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Domain: Implementation of the Cooperative Agreement (CA)								
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<b>Barriers</b>	What factors, if any, have challenged your organization's participation in the CA?		<ul style="list-style-type: none"> <li>What internal organizational factors (e.g., staff, resources, expertise) have challenged your organization's participation in the CA?</li> <li>What external factors (e.g., training, TA, partnerships) have challenged your organization's participation in the CA?</li> </ul>	<b>X</b>	<b>X</b>	<b>X</b>		RQ2
	What strategies have your organization used to overcome barriers/challenges related to the CA?				<b>X</b>	<b>X</b>	<b>X</b>	

### Interview Guide Matrix

Domain: Implementation of the YBCS Intervention									
Subdomain	Grantee Organization	Nonfunded Organization	Probes	PI/PD	PM	S	P	RQ	
<b>Intervention Overview, History and Rationale</b>		Describe the background/history of your organization's YBCS intervention.	<ul style="list-style-type: none"> <li>How long has the YBCS intervention been in existence?</li> </ul>	<b>X</b>				RQ3	
	Describe your organization's YBCS intervention that is funded through the CA?	Describe your YBCS organization's intervention.	<ul style="list-style-type: none"> <li>What are the key components of the YBCS intervention?</li> <li>Who is the target audience for the YBCS intervention?</li> <li>How have the key components of the YBCS intervention been tailored to meet the unique needs of the target audience?</li> <li>[Nonfunded organizations only] Was this YBCS intervention adapted from an already existing program or intervention?</li> </ul>	<b>X</b>	<b>X</b>	<b>X</b>		RQ3	
	Describe your organization's goals and objectives for the YBCS intervention.	Describe your organization's goals and objectives for the YBCS intervention.	<ul style="list-style-type: none"> <li>How would you describe the vision of the YBCS intervention and how does this align with what your organization wants to achieve?</li> </ul>	<b>X</b>	<b>X</b>	<b>X</b>		RQ3	
	How did activities conducted as a part of the CA guide the development of the YBCS intervention?		<ul style="list-style-type: none"> <li>How did the needs assessment inform the development of the YBCS intervention?</li> <li>How did TA and/or training received from CDC inform the development of the YBCS intervention?</li> </ul>	<b>X</b>	<b>X</b>			RQ3	
	Describe the evidence base and/or factors that informed (e.g., behavioral/communication theory, scientific evidence, guidelines, formative research) the development of the YBCS intervention.	Describe the evidence base and/or factors that informed (e.g., behavioral/communication theory, scientific evidence, guidelines, formative research) the development of the YBCS intervention.	<ul style="list-style-type: none"> <li>What is the theoretical foundation for the YBCS intervention?</li> </ul>	<b>X</b>	<b>X</b>			RQ3	
	What intervention components are new as a result of the CA?				<b>X</b>	<b>X</b>			RQ3

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	What intervention components were enhanced/expanded as a result of the CA?			<b>X</b>	<b>X</b>			RQ3
	Describe your organization's role in the development of [insert Grantee Organization name]'s YBCS intervention.	Describe your organization's role in the development of [insert Nonfunded Organization name]'s YBCS intervention.	<ul style="list-style-type: none"> <li>How was your organization involved in planning the YBCS intervention?</li> </ul>				<b>X</b>	RQ3
	Describe your role in the YBCS intervention.	Describe your role in the YBCS intervention.	<ul style="list-style-type: none"> <li>How long have you been involved with the YBCS intervention?</li> <li>Approximately how much time per week do you spend working on the organization's YBCS intervention?</li> </ul>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	RQ3
<b>Intervention execution</b>	Describe how the YBCS intervention is implemented?	Describe how the YBCS intervention is implemented?	<ul style="list-style-type: none"> <li>How often is each component of the YBCS intervention implemented?</li> <li>What is the duration of the YBCS intervention?</li> <li>Who is responsible for delivering key components of the YBCS intervention?</li> <li>How are YBCS intervention participants recruited?</li> <li>How has the delivery of the YBCS intervention been tailored to meet the unique needs of the target audience?</li> <li>How do you engage members of the target audience (e.g., YBCS, families/caregivers, health care providers) in the implementation of the YBCS intervention?</li> </ul>	<b>X</b>	<b>X</b>	<b>X</b>		RQ3
	What communication strategies is your organization using to promote or implement the YBCS intervention?	What communication strategies is your organization using to promote or implement the YBCS intervention?	<ul style="list-style-type: none"> <li>How is mass media (e.g., radio, newspaper, Internet) being utilized to deliver or promote YBCS intervention components?</li> <li>How is small media (e.g., newsletter, email, brochures) being utilized to deliver or promote YBCS intervention components?</li> <li>How is social media (e.g., Facebook, Twitter) being utilized to deliver or promote YBCS</li> </ul>		<b>X</b>	<b>X</b>		RQ3

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			intervention components? • How is earned media (e.g., free or donated media) being utilized to deliver or promote YBCS intervention components?					
	What is your organization's role in the implementation of the YBCS intervention?	What is your organization's role in the implementation of the YBCS intervention?					X	RQ3
	What tools, guidelines and/or protocols are used to direct the implementation of the YBCS intervention?	What guidelines and/or protocols are used to direct the implementation of the YBCS intervention?	• What, if any, manuals have been created to support implementation of the YBCS intervention? • Who created these guidelines? • How are these used to implement the YBCS intervention?	X	X	X		RQ3, RQ4
	What trainings are offered to staff to implement the YBCS intervention?	What trainings are offered to staff them implement the YBCS intervention?	• How are trainings identified? • Who delivers these trainings? • What is the duration of each of these trainings? • How often are trainings offered to staff? • Are there external trainings that your organization has participated in to support implementation of the YBCS intervention?	X	X	X		RQ3, RQ4
	What trainings have you participated in to support your role within [insert Grantee Organization name]'s YBCS intervention?	What trainings have you participated in to support your role within [insert Nonfunded Organization name]'s YBCS intervention?					X	RQ3
<b>Implementation Fidelity</b>	To what extent has the YBCS intervention been implemented as planned?	To what extent has the YBCS intervention been implemented as planned?	• How has the YBCS intervention changed over time? • What caused changes in the implementation the YBCS intervention?	X	X	X	X	RQ3
	How does implementation of the YBCS intervention vary across sites?	How does implementation of the YBCS intervention vary across sites?	• Are there differences in the way that the YBCS intervention is delivered across sites (e.g., setting, geographic location, target population)? If so, how is implementation different?	X	X	X		RQ3



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	Does your organization use any process improvement strategies to improve the delivery of the YBCS interventions?	Does your organization use any process improvement strategies to improve the delivery of the YBCS interventions?		<b>X</b>	<b>X</b>	<b>X</b>		RQ3
<b>Resources</b>		How is the YBCS intervention funded?		<b>X</b>				RQ4
	How does your organization use funding received through the CA to implement the YBCS intervention?	How does your organization use funding to implement the YBCS intervention?		<b>X</b>	<b>X</b>			RQ4
	What other, if any, monetary (leveraged) or non-monetary (in-kind) resources have been provided to your organization to support the YBCS intervention? If so, please explain.		<ul style="list-style-type: none"> <li>Have you received additional funding from other organizations to help support implementation of the YBCS intervention?</li> <li>Have you received donated resources, such as materials and/or supplies, to help support implementation of the YBCS intervention?</li> <li>Have people offered their time and/or expertise to help support implementation of the YBCS intervention?</li> <li>Have you received any in-kind, earned media donations to promote and/or implement the YBCS intervention?</li> </ul>	<b>X</b>	<b>X</b>			RQ4
		What other, if any, non-monetary resources have been provided to your organization to support the YBCS intervention? If so, please explain.	<ul style="list-style-type: none"> <li>Have you received donated resources, such as materials and/or supplies, to help support implementation of the YBCS intervention?</li> <li>Have people offered their time and/or expertise to help support implementation of the YBCS intervention?</li> <li>Have you received any in-kind, paid media donations to promote and/or implement the YBCS intervention?</li> </ul>	<b>X</b>	<b>X</b>			RQ4
	What funding, if any, has your organization received from [insert Grantee Organization name] to support your role in the implementation of the YBCS intervention?		What funding, if any, has your organization received from [insert Nonfunded Organization name] to support your role in the implementation of the YBCS intervention?					<b>X</b>

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	What resources, if any, has your organization provided to [insert Grantee Organization name] to support the implementation of the YBCS intervention?	What resources, if any, has your organization provided to [insert Nonfunded Organization name] to support the implementation of the YBCS intervention?	<ul style="list-style-type: none"> <li>Has your organization provided additional funding? If so, please describe.</li> <li>Has your organization provided nonmonetary resources (such as volunteers, time, expertise, in-kind media donations)? If so, please describe.</li> </ul>				X	RQ4
<b>Facilitators</b>	What factors, if any, have facilitated your organization's implementation of the YBCS intervention?	What factors, if any, have facilitated your organization's implementation of the YBCS intervention?	<ul style="list-style-type: none"> <li>What internal organizational factors (e.g., leadership, staff, resources, expertise) have helped your organization implement the YBCS intervention?</li> <li>What external factors (e.g., training, TA, partnerships) have helped your organization implement the YBCS intervention?</li> </ul>	X	X	X		RQ4
<b>Barriers</b>	What factors, if any, have challenged your organization's implementation of the YBCS intervention?	What factors, if any, have challenged your organization's implementation of the YBCS intervention?	<ul style="list-style-type: none"> <li>What internal organizational factors (e.g., leadership staff, resources, expertise) have challenged your organization's implementation of the YBCS intervention?</li> <li>What external factors (e.g., training, TA, partnerships) have challenged your organization's implementation of the YBCS intervention?</li> </ul>	X	X	X		RQ4
	What strategies have your organization used to overcome barriers related to implementation of the YBCS intervention?	What strategies have your organization used to overcome barriers related to implementation of the YBCS intervention?		X	X	X		RQ4

## Interview Guide Matrix

Domain: Evaluation									
Subdomain	Grantee Organization	Nonfunded Organization	Probes	PI/PD	PM	S	P	RQ	
<b>Knowledge</b>	Describe your understanding of program monitoring and/or evaluation.	Describe your understanding of program monitoring and/or evaluation.	<ul style="list-style-type: none"> <li>Have you participated in any past evaluation efforts? If so, please describe.</li> <li>Do you have experience creating program logic models?</li> </ul>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	RQ4	
<b>Measurement</b>	For what the YBCS intervention is trying to accomplish, how would you define success?	For what the YBCS intervention is trying to accomplish, how would you define success?	<ul style="list-style-type: none"> <li>How has the definition of success for this YBCS intervention changed over the time? How? Why?</li> </ul>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	RQ1, RQ3	
	How is success measured or documented?	How is success measured or documented?	<ul style="list-style-type: none"> <li>Do you have baseline data? Do you intend to collect follow-up data? At what time?</li> <li>Do you collect data at specified points over time (<i>time series</i>)? What length of time?</li> <li>Do you follow a sample of participants over time (<i>cohort study</i>)? What length of time?</li> <li>Do you have a comparison group?</li> <li>What does the evaluation activity tell you about the success of the YBCS intervention?</li> </ul>	<b>X</b>	<b>X</b>			RQ1, RQ3, RQ4	
	Describe how your organization defines and assesses reach for the YBCS intervention?	Describe how your organization defines and assesses reach for the YBCS intervention?			<b>X</b>	<b>X</b>			RQ1, RQ3
	Describe your organization's involvement, if any, in program monitoring and evaluation for [insert Grantee organization name]'s YBCS intervention?	Describe your organization's involvement, if any, in program monitoring and evaluation for [insert Grantee organization name]'s YBCS intervention?		<ul style="list-style-type: none"> <li>Does your organization participate in any specific planning activities related to program monitoring and evaluation planning for the YBCS intervention?</li> <li>Does your organization participate in any data collection or analysis for the YBCS intervention?</li> </ul>				<b>X</b>	RQ3, RQ4

**Interview Guide Matrix**

**Domain: Evaluation**

<b>Subdomain</b>	<b>Grantee Organization</b>	<b>Nonfunded Organization</b>	<b>Probes</b>	<b>PI/PD</b>	<b>PM</b>	<b>S</b>	<b>P</b>	<b>RQ</b>
	Describe how your organization measures the implementation of the YBCS intervention?	Describe how your organization measures the implementation of the YBCS intervention?	<ul style="list-style-type: none"> <li>• What data do you collect?</li> <li>• Who is responsible for measuring/monitoring implementation?</li> <li>• Are other staff members involved in data collection? How so?</li> <li>• Are there plans to expand or change how your organization monitors implementation of the YBCS intervention? If so, please explain?</li> </ul>	<b>X</b>	<b>X</b>			RQ1, RQR Q3
	What are the available data sources used to support program monitoring and evaluation for the YBCS intervention?	What are the available data sources used to support program monitoring and evaluation for the YBCS intervention?	<ul style="list-style-type: none"> <li>• What data collection tools or instruments does your organization use in relation to the YBCS intervention? (Request to see or obtain copies of data, data collection tools, or evaluation reports.)</li> <li>• Describe the data collection methods used to collect evaluation data for the YBCS intervention.</li> </ul>	<b>X</b>	<b>X</b>			RQ1, RQ3
	How does your organization analyze data from the YBCS evaluation in order to collect program monitoring and evaluation?	How does your organization analyze data from the YBCS evaluation in order to collect program monitoring and evaluation?	<ul style="list-style-type: none"> <li>• What analytic techniques does your organization use to conduct program monitoring and evaluation for the YBCS intervention?</li> <li>• Who within your organization, who is responsible for conducting analysis for the YBCS intervention?</li> </ul>	<b>X</b>	<b>X</b>			RQ1, RQ3
	How does your organization use evaluation findings to inform implementation of the YBCS intervention?	How does your organization use evaluation findings to inform implementation of the YBCS intervention?		<b>X</b>	<b>X</b>			RQ1, RQ3
	Describe how your organization shares evaluation findings from the YBCS intervention.	Describe how your organization shares evaluation findings from the YBCS intervention.	<ul style="list-style-type: none"> <li>• Do you provide feedback to the community or the people you serve about your evaluation findings?</li> <li>• Do you share evaluation findings with partners or other relevant stakeholders?</li> </ul>	<b>X</b>	<b>X</b>	<b>X</b>		RQ1, RQ3
	Describe how [insert Grantee program	Describe how [insert Nonfunded program	<ul style="list-style-type: none"> <li>• Does [insert program name] share reports</li> </ul>				<b>X</b>	RQ3,

**Interview Guide Matrix**

Domain: Evaluation								
Subdomain	Grantee Organization	Nonfunded Organization	Probes	PI/PD	PM	S	P	RQ
	name] shares evaluation findings about the YBCS intervention with your organization.	name] shares evaluation findings about the YBCS intervention with your organization.	with your organization about YBCS intervention evaluation data? • What have you learned from the information [insert organization name] has shared related to evaluation results?					RQ4
<b>Facilitators</b>	What, if any, facilitators have helped your organization conduct program monitoring and evaluating for the YBCS intervention?	What, if any, facilitators have helped your organization conduct program monitoring and evaluating for the YBCS intervention?		<b>X</b>	<b>X</b>	<b>X</b>		RQ4
<b>Barriers</b>	What, if any, barriers has your organization encountered in evaluating the YBCS intervention?	What, if any, barriers has your organization encountered in evaluating the YBCS intervention?		<b>X</b>	<b>X</b>	<b>X</b>		RQ4
	What strategies has your organization used to overcome barriers related to program monitoring and evaluation of the YBCS intervention?	What strategies has your organization used to overcome barriers related to program monitoring and evaluation of the YBCS intervention?		<b>X</b>	<b>X</b>	<b>X</b>		RQ4

### Interview Guide Matrix

Domain: Partnerships									
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<b>Development and Engagement</b>	Describe the process your organization has used to identify and develop partnerships,	Describe the process your organization has used to identify and develop partnerships,	<ul style="list-style-type: none"> <li>Did you develop formal agreements (e.g., MOUs, contracts) with partners?</li> </ul>	<b>X</b>	<b>X</b>				
	Describe how new partnerships have been formed to support the implementation of the YBCS intervention?	Describe how new partnerships have been formed to support the implementation of the YBCS intervention?	<ul style="list-style-type: none"> <li>How did your organization identify organizations/entities that could help implement the YBCS intervention?</li> <li>How do you engage these organizations?</li> </ul>	<b>X</b>				RQ1, RQ4	
	Describe how you have worked to maintain existing partnerships to support the implementation of the YBCS intervention?	Describe how you have worked to maintain existing partnerships to support the implementation of the YBCS intervention?	<ul style="list-style-type: none"> <li>Why were these partners identified (e.g., access to target population, resources, expertise)?</li> <li>How did you continue your engagement with these organizations?</li> </ul>	<b>X</b>				RQ1, RQ4	
	How has your organization's involvement in the CA helped you to develop and maintain partnerships?		<ul style="list-style-type: none"> <li>Have you collaborated with other grantees as a part of the CA?</li> <li>Has access to other programs serving YBCS helped your organization develop new partnerships? If so, please explain.</li> </ul>	<b>X</b>	<b>X</b>	<b>X</b>		RQ4, RQ5	
	How would you describe partners' engagement in the YBCS intervention?		<ul style="list-style-type: none"> <li>What are the expectations for partners' involvement in the YBCS intervention?</li> </ul>						
	How was your organization approached to support the implementation of [insert Grantee Organization name]'s YBCS intervention?	How was your organization approached to support the implementation of [insert Nonfunded Organization name]'s YBCS intervention?	<ul style="list-style-type: none"> <li>Did you organization have a previous relationship with the [insert program name]?</li> </ul>					<b>X</b>	RQ1, RQ3
<b>Contribution to the intervention</b>	Describe how partners participate in the planning or implementation of the YBCS intervention?	Describe how partners participate in the planning or implementation of the YBCS intervention?	<ul style="list-style-type: none"> <li>How does your organization interact with partners?</li> <li>How does your organization communicate with partners?</li> <li>How often does your organization communicate with partners?</li> <li>How long has your organization worked partners?</li> <li>What YBCS intervention components do partners support?</li> </ul>	<b>X</b>	<b>X</b>	<b>X</b>		RQ3	

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	What partnerships have been the most beneficial for your organization in the implementation of the YBCS intervention?	What partnerships have been the most beneficial for your organization in the implementation of the YBCS intervention?	<ul style="list-style-type: none"> <li>Please briefly describe the benefits of this relationship.</li> </ul>	<b>X</b>	<b>X</b>	<b>X</b>		RQ4
	What additional partnerships would [insert Grantee Organization name] benefit from to support the implementation of the YBCS intervention?	What additional partnerships would [insert Nonfunded Organization name] benefit from to support the implementation of the YBCS intervention?		<b>X</b>	<b>X</b>	<b>X</b>		RQ4
	Describe your organization's partnership with [insert Grantee Organization name] with respect to the YBCS intervention.	Describe your organization's partnership with [insert Nonfunded Organization name] with respect to the YBCS intervention.	<ul style="list-style-type: none"> <li>How does your organization interact with [insert Grantee/Nonfunded Organization name]?</li> <li>How does your organization communicate with [insert Grantee/Nonfunded Organization name]?</li> <li>How often does your organization communicate with [insert Grantee/Nonfunded Organization name]?</li> <li>How long has your organization worked [insert Grantee/Nonfunded Organization name]?</li> <li>What YBCS intervention components does your organization support?</li> </ul>				<b>X</b>	RQ1, RQ3, RQ4
	What benefits, if any, has your program seen from partnering with [insert Grantee Organization name]?	What benefits, if any, has your program seen from partnering with [insert Nonfunded Organization name]?					<b>X</b>	RQ4
	What burdens, if any, has your program experienced from partnering with [insert Grantee Organization name]?	What burdens, if any, has your program experienced from partnering with [insert Nonfunded Organization name]?					<b>X</b>	RQ4

## Interview Guide Matrix

Domain: Capacity and Sustainability								
Subdomain	Grantee Organization	Nonfunded Organization	Probes	PI/PD	PM	S	P	RQ
<b>Capacity to meet the requirement of the CA</b>	Describe your organization's capacity to meet the requirements of the CA and how capacity has changed over time?			<b>X</b>	<b>X</b>			RQ5
	Describe how support received from CDC through the CA has affected your organization's ability to meet the requirements of the CA?		<ul style="list-style-type: none"> <li>• To what extent was your organization able to utilize CDC's TA to enhance reporting?</li> <li>• To what extent was your organization able to utilize CDC training opportunities to enhance reporting?</li> </ul>	<b>X</b>	<b>X</b>			RQ5
<b>Capacity to implement intervention</b>	Describe your organization's capacity to implement the YBCS intervention and how capacity has changed over time?	Describe your organization's capacity to implement the YBCS intervention and how capacity has changed over time?		<b>X</b>	<b>X</b>			RQ4, RQ5
	Describe how has the CA enabled your organization to implement the YBCS intervention?		<ul style="list-style-type: none"> <li>• To what extent was your organization able to utilize CDC's TA to improve the implementation of the YBCS intervention?</li> <li>• To what extent was your organization able to utilize CDC training opportunities to improve the implementation of the YBCS intervention?</li> </ul>	<b>X</b>	<b>X</b>			RQ4, RQ5
<b>Capacity to evaluate</b>	Describe your organization's capacity to plan and implement program monitoring and evaluation activities, such as creating data collection tools, collecting data, conducting analysis, and reporting.	Describe your organization's capacity to plan and implement program monitoring and evaluation activities, such as creating data collection tools, collecting data, conducting analysis, and reporting.	<ul style="list-style-type: none"> <li>• Describe program staff members who have the expertise/experience to collect and/or analyze data.</li> <li>• What additional outside resources does your organization rely on to help with evaluation (e.g., does your organization use an external evaluator)?</li> <li>• Describe the resources your organization reserves to support data collection (e.g., time, materials, technology) to support program monitoring and/or evaluation?</li> <li>• What other resources does your organization designate for program evaluation/monitoring (e.g., staff, time, technology, materials)?</li> </ul>	<b>X</b>	<b>X</b>			RQ4, RQ5
	Describe how has the CA enabled your		<ul style="list-style-type: none"> <li>• To what extent was your organization able to</li> </ul>	<b>X</b>	<b>X</b>			RQ4,



**Interview Guide Matrix**

**Domain: Capacity and Sustainability**

<b>Subdomain</b>	<b>Grantee Organization</b>	<b>Nonfunded Organization</b>	<b>Probes</b>	<b>PI/PD</b>	<b>PM</b>	<b>S</b>	<b>P</b>	<b>RQ</b>
	organization to plan and implement program monitoring and evaluation activities for the YBCS intervention?		utilize CDC's TA to improve the program monitoring and evaluation for the YBCS intervention? • To what extent was your organization able to utilize CDC training opportunities to improve the program monitoring and evaluation for the YBCS intervention?					RQ5
<b>Sustainability of intervention</b>	Describe the sustainability of the YBCS intervention and how sustainability has changed over time?		• What factors would enhance the sustainability of the YBCS intervention?	<b>X</b>	<b>X</b>			RQ4, RQ5
	Describe how has the CA enabled your organization to plan for and ensure the sustainability of the YBCS intervention?		• To what extent has your organization able to utilize CDC's TA to improve the sustainability of your YBCS intervention? • To what extent has your organization been able to utilize CDC's training opportunities to improve the sustainability of the YBCS intervention?	<b>X</b>	<b>X</b>			RQ4, RQ5

## Interview Guide Matrix

Domain: Perceptions								
Subdomain	Grantee Organization	Nonfunded Organization	Probes	PI/PD	PM	S	P	RQ
<b>Awareness</b>	How has the YBCS intervention affected awareness for the existence of support services and/or educational resources among the target audience?	How has the YBCS intervention affected awareness for the existence of support services and/or educational resources among the target audience?	<ul style="list-style-type: none"> <li>In your opinion, what aspect of the YBCS intervention has been the most effective in increasing awareness for support services and/or educational resources?</li> <li>In your opinion, what communication strategies were the most effective in promoting and increasing awareness for the YBCS intervention?</li> <li>Does your organization have data to support the effectiveness of this? If so, explain how this data is used. (Request to see or obtain copies of data, data collection tools, or reports pertaining to how a program has assessed awareness.)</li> </ul>	<b>X</b>	<b>X</b>	<b>X</b>		RQ3 RQ6
	How has [insert Grantee organization name]'s YBCS intervention affected awareness for the existence of support services and/or educational resources?	How has [insert Nonfunded organization name]'s YBCS intervention affected awareness for the existence of support services and/or educational resources?	<ul style="list-style-type: none"> <li>In your opinion, what aspect of the YBCS intervention has been the most effective in increasing awareness for support services and/or educational resources?</li> </ul>				<b>X</b>	RQ3 RQ6
<b>Access</b>	How has the YBCS intervention affected access to support services and/or educational resources for the target audience?	How has the YBCS intervention affected access to support services and/or educational resources for the target audience?	<ul style="list-style-type: none"> <li>In your opinion, what aspect of the YBCS intervention has been the most effective in increasing access to support services and/or educational resources?</li> <li>Does your organization have data to support the effectiveness of this? If so, explain how this data is used. (Request to see or obtain copies of data, data collection tools, or reports pertaining to how a program has assessed access.)</li> </ul>	<b>X</b>	<b>X</b>	<b>X</b>		RQ3 RQ6
	How has [insert Grantee organization name]'s YBCS intervention affected access to support services and/or educational resources?	How has [insert Nonfunded organization name]'s YBCS intervention affected access to support services and/or educational resources?	<ul style="list-style-type: none"> <li>In your opinion, what aspect of the YBCS intervention has been the most effective in increasing access to support services and/or educational resources?</li> </ul>				<b>X</b>	RQ3 RQ6

**Interview Guide Matrix**

**Domain: Perceptions**

Subdomain	Grantee Organization	Nonfunded Organization	Probes	PI/PD	PM	S	P	RQ
<b>Utilization</b>	How has the YBCS intervention affected utilization of support services and/or educational resources by the target audience?	How has the YBCS intervention affected utilization of support services and/or educational resources by the target audience?	<ul style="list-style-type: none"> <li>In your opinion, what aspect of the YBCS intervention has been the most effective in increasing utilization of support services and/or educational resources?</li> <li>Does your organization have data to support the effectiveness of this? If so, explain how this data is used. (Request to see or obtain copies of data, data collection tools, or reports pertaining to how a program has assessed utilization.)</li> </ul>	<b>X</b>	<b>X</b>	<b>X</b>		RQ3, RQ6
	How has [insert Grantee organization name]'s YBCS intervention affected utilization of support services and/or educational resources?	How has [insert Nonfunded organization name]'s YBCS intervention affected utilization of support services and/or educational resources?	<ul style="list-style-type: none"> <li>In your opinion, what aspect of the YBCS intervention has been the most effective in increasing access to support services and/or educational resources?</li> </ul>				<b>X</b>	RQ3, RQ6
<b>YBCS knowledge, attitudes, and beliefs (KAB)</b>	What knowledge, attitudes, and beliefs does the YBCS intervention aim to affect? How has the YBCS intervention impacted those specific knowledge, attitudes, and/or beliefs among the target population? (Examples of KAB targets include: strategies for reducing the risk of recurrence and the development of new malignancies, chronic disease onset, and improving overall health and quality of life).	What knowledge, attitudes, and beliefs does the YBCS intervention aim to affect? How has the YBCS intervention impacted those specific knowledge, attitudes, and/or beliefs among the target population? (Examples of KAB targets include: strategies for reducing the risk of recurrence and the development of new malignancies, chronic disease onset, and improving overall health and quality of life).	<ul style="list-style-type: none"> <li>In your opinion, what aspect of the YBCS intervention has been the most effective in KAB among the target population?</li> <li>Does your organization have data to support the effectiveness of this? If so, explain how this data is used. (Request to see or obtain copies of data, data collection tools, or reports pertaining to how a program has assessed KAB among target audience(s).)</li> </ul>	<b>X</b>	<b>X</b>	<b>X</b>		RQ3, RQ7
<b>Value of the CA</b>	What has been the value for your organization to participate in the CA?			<b>X</b>	<b>X</b>			RQ3, RQ5
<b>Value of the YBCS intervention</b>	What has been the value of the YBCS intervention?	What has been the value of the YBCS intervention?	<ul style="list-style-type: none"> <li>In your opinion, how did the YBCS intervention impact the target audience?</li> <li>In your opinion, how did the YBCS intervention contribute to the evidence base for promising strategies to reach YCBS, YBCS</li> </ul>	<b>X</b>	<b>X</b>	<b>X</b>		RQ3, RQ5

**Interview Guide Matrix**

**Domain: Perceptions**

<b>Subdomain</b>	<b>Grantee Organization</b>	<b>Nonfunded Organization</b>	<b>Probes</b>	<b>PI/PD</b>	<b>PM</b>	<b>S</b>	<b>P</b>	<b>RQ</b>
			caregivers, and/or YBCS health care providers?					
	What has been the value of [insert Grantee Organization name]'s YBCS intervention?	What has been the value of [insert Nonfunded Organization name]'s YBCS intervention?					<b>X</b>	RQ3
<b>Lessons learned</b>	What have been some key lessons learned from your organization's experience with the CA?		<ul style="list-style-type: none"> <li>In your opinion, what aspects of your CA worked well?</li> <li>In your opinion, what aspects of your CA did not work well?</li> </ul>	<b>X</b>	<b>X</b>			RQ2
	What have been some key lessons learned from your organization's experience with the YBCS intervention?	What have been some key lessons learned from your organization's experience with the YBCS intervention?	<ul style="list-style-type: none"> <li>In your opinion, what aspects of your organization's YBCS intervention worked well?</li> <li>In your opinion, what aspects of your organization's YBCS intervention did not work well?</li> </ul>	<b>X</b>	<b>X</b>	<b>X</b>		RQ4
<b>Recommendations</b>	What ideas do you have for improving your organization's YBCS intervention?	What ideas do you have for improving your organization's YBCS intervention?		<b>X</b>	<b>X</b>	<b>X</b>		RQ4