

ATTACHMENT C
STAKEHOLDER INTERVIEW TOPIC GUIDE

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The National Center on Early Head Start–Child Care Partnerships (NCEHS-CCP) evaluation will include hour-long interviews with key stakeholders who participate in training and technical assistance (T/TA) offered by NCEHS-CCP. The interviews will focus on the types of and your overall experience with the T/TA you have received from NCEHS-CCP and your recommendations for improving the supports available from NCEHS-CCP.

At the start of each interview, we will read a consent statement to the participant:

Thank you very much for agreeing to participate in this discussion. Your participation is very important to the study. My name is _____ and I work for Mathematica Policy Research, an independent social policy research firm.

We are conducting a study of the National Center on Early Head Start–Child Care Partnerships commissioned by the NCEHS-CCP at ZERO TO THREE and funded by the Administration for Children and Families within the U.S. Department of Health and Human Services to learn about the supports offered by NCEHS-CCP and solicit feedback from participants on how supports can be improved. Being part of this discussion is up to you. You can choose to not answer a question if you wish. We will not share your comments with other individuals involved in the partnership. Our report will describe the experiences and viewpoints expressed, but comments will not be attributed to specific individuals or programs. No individuals will be quoted by name.

The Paperwork Reduction Act Burden Statement: This collection of information is voluntary and will be used to learn about the training and technical assistance delivered by the National Center on Early Head Start–Child Care Partnerships. Public reporting burden for this collection of information is estimated to average 60 minutes per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to [Contact Name]; [Contact Address]; Attn: OMB-PRA (0970-[XXXX]).

Topic	Subtopic
Characteristics of T/TA supports used	<ul style="list-style-type: none"> • Types of T/TA supports used • Content of T/TA supports used • How participants learned about available T/TA supports
Satisfaction with T/TA supports	<ul style="list-style-type: none"> • Accessibility of T/TA supports • Relevancy of T/TA supports for work with EHS-CCP grantees • Accuracy of the information gleaned from T/TA supports • Availability of T/TA supports focused on addressing the needs of culturally and linguistically diverse children and families • Availability of T/TA supports focused on addressing the needs of children and families from high-need communities • Knowledge and skills of the trainers and facilitators • Barriers to accessing T/TA supports • Strengths of T/TA supports
How participants used information	<ul style="list-style-type: none"> • Whether information gleaned from T/TA was applied in work with EHS-CCP grantees and child care partners • How information gleaned from T/TA was applied in work with EHS-CCP grantees and child care partners • Barriers to using information in work with EHS-CCP grantees and child care partners • Successes in using information in work with EHS-CCP grantees and child care partners • Lessons learned about using information in work with EHS-CCP grantees and child care partners
Recommendations for improvements	<ul style="list-style-type: none"> • Recommendations for improving content of T/TA supports • Recommendations for improving accessibility of T/TA supports • Preferred format or mode for T/TA • Recommendations for increasing applicability for work with EHS-CCP grantees and child care partners • Recommendations for increasing applicability for work with EHS-CCP grantees and child care partners serving culturally and linguistically diverse children and families
Additional T/TA needs	<ul style="list-style-type: none"> • Additional training needs • Additional information needs