Attachment 2: YEARS Web-based Staff Survey Survey for Program Facilitators

Child Trends, an independent research organization, is contracting with the Administration for Children and Families in the U.S. Department of Health and Human Services to conduct a research study to describe Office of Family Assistance (OFA)-funded youth-serving Healthy Marriage and Relationship Education (HMRE) programs, including participant and partner characteristics, and program implementation characteristics. We are surveying program directors/administrators and facilitators. This form has information to help you decide if you want to respond to the survey.

If you agree, you will participate in a 20 minute, web-based survey. During the survey, you will answer questions about how your organization provides HMRE services to youth aged 14-24. The survey will ask questions about the youth served, the program staff, implementation practices, and program and organizational characteristics.

Risks associated with participation include potential loss of privacy. To protect your or your organization's privacy, your name or your organization's name will not be used in reports and your individual responses will not be shown to anyone outside of the study team. To help ensure respondents' privacy, participants will be provided a separate link to give their contact information at the end of the survey so that they can receive their gift card.

This collection of information is voluntary and will be used to better understand and improve HMRE programs. You can choose to stop the survey at any point. If after completing the survey you no longer wish to participate, you may contact Shelby Hickman at (240) 223-9341 to have your organization's responses removed from the study.

All information will be kept private to the extent permitted by law. Study reports will describe findings in general terms and will not include any names or any other identifiable information. The Office of Family Assistance will not know which organizations participated in the survey, and your organization's participation will not affect current or future funding from the Office of Family Assistance.

There are no costs associated with the survey other than the time you spend completing the survey. You will not benefit personally from being involved in the study.

To thank you for your participation, you will receive a \$10 Visa gift card.

If you have any comments or concerns about participating in this study, you can contact Mindy Scott, Study Director, at 240-223-9324. If you wish, you may also contact the Child Trends Institutional Review Board by calling 1-855-288-3508, by emailing irrends.org or by writing to 7315 Wisconsin Avenue, Suite 1200W, Bethesda, MD 20814.

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. The OMB control number for this collection is XXXX-XXXX and it expires on XX/XX/XXXX.

l. Do you agree to participate?	*
O I AGREE to participate	



If a participant does not wish to participate, they are brought to this page:



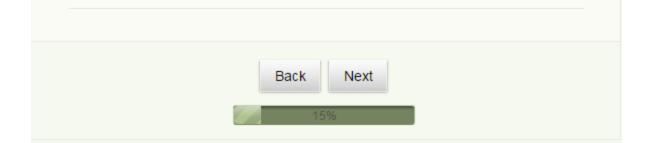
If the participant wishes to participate, they are directed to the beginning of the survey:

Placeholder for OMB # and Expiration Date (OMB Control # 0970 – XXXX and Expiration Date: XX/XX/XXXX)

Thank you very much for agreeing to participate in this survey. The Office of Planning, Research and Evaluation (OPRE) within the Administration for Children and Families (ACF) is working on a project to learn more about the services that Healthy Marriage and Relationship Education (HMRE) programs provide to youth between the ages of 14 and 24.

In this survey, we'd like to ask you about the different services and components of the Office of Family Assistance (OFA)-funded HMRE program you implemented between October 2014 and September 2015. We realize that you may not currently be implementing this program, so when answering questions please reflect on the past fiscal year of implementation under your previous OFA grant (October 2014-September 2015). The electronic format of this survey will help with rapid dissemination, collection, and data management while attempting to reduce costs and burden on you, the participant. The information you provide about your program and how your program operates will help us to better understand the services that federally-funded HMRE programs are providing to youth and the populations the programs are reaching, with the intent of informing future efforts to improve HMRE programs serving youth.

We expect that the survey will take about 20 minutes to complete. Please remember that your participation is completely voluntary. If there is a question that you do not wish to answer, feel free to skip the question and move on to the next question. Additionally, you may terminate the survey at any time. Everything you tell us today will be kept private to the extent permitted by the law. Any identifying information (program name, for example) will be removed and your answers will be combined with those of others.



SurveyBackground Information on Your Organization

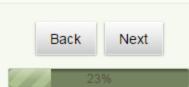
	Please Select ▼
3. Wh	ich of the following best describes your organization? [Select ONE of the following ns]
0	A nationally affiliated nonprofit (such as YMCA or Boys & Girls Club)
0	Local nonprofit (such as local community-based or faith-based organization)
0	Local school organization (such as public, charter, or private school)
0	Unit of city or county government (such as Department of Health)
0	State government
0	For-profit organization
0	Other
O	ich of the following best describes your PRIMARY role within the program? [Select of the following options] Program director Other program administration or managerial role: (Please insert job title here) Program instructor or facilitator (working directly with youth)

Youth Education and **Relationship Services Staff** Survey Staff Characteristics

For the questions below, we would like you to think about the facilitators who delivered HMRE programs to youth ages 14-24 between October 2014 and September 2015. Facilitators are defined as staff who provided services directly to youth during this time.

Please remember that your participation is completely voluntary. If there is a question that you do not wish to answer, feel free to skip the question and move on to the next question. Additionally, you may terminate the survey at any time

5. How many program facilitators were implementing the program with youth ages 14-24 between October 2014 and September 2015? (Your best estimate is fine)



Survey Staff Characteristics: Facilitator Training

The next set of questions focuses on various training topics that may be covered by your program.

- 6. On average, about how many hours of program-specific training did you receive before delivering the program?
 - O 1-10 hours
 - O 11-20 hours
 - O 21-30 hours
 - O 31-40 hours
 - O 41+ hours

7. How mu	ch traini	ng (incl	uding pr	ogram-sp	ecific	training o	or any (other	training	g over	the
course of	your life)	have y	you ever	received	on?	(Please	check	one a	answer	in ead	ch row)

	No training (0 hours)	Some training (1-10 hours)	A lot of training (11+ hours)
Group facilitation	0	0	0
Establishing professional boundaries with participants	0	0	0
Logic or theory supporting the program	0	0	0
Program content	0	0	0
Program delivery/implementation strategies	0	0	0
Providing leadership opportunities for youth	0	0	0
Helping youth learn and apply skills to real-life settings	0	0	0
Communicating with families	0	0	0
Communicating with schools	0	0	0
Communicating with other community partners	0	0	0

8. How much training (including program-specific training or any other training over the course of your life) have you ever received on...? (Please check one answer in each row)

	No training (0 hours)	Some training (1-10 hours)	A lot of training (11+ hours)
Engaging quiet and withdrawn youth	0	0	0
Engaging younger youth (ages 14-17)	0	0	0
Engaging youth with behavior problems	0	0	0
Privacy and confidentiality laws in their state (i.e., ensuring that information and feelings youth share are managed appropriately)	0	0	0
Creating a safe environment for youth to discuss sensitive topics	0	0	0
Culturally competent program delivery	0	0	0
Inclusivity of diverse participants	0	0	0
The target populations being served	0	0	0

	Yes	No			
Group facilitation	0	0			
Establishing professional boundaries with participants	0	0			
Logic or theory supporting the program	0	0			
Program content	0	0			
Program delivery/implementation strategies	0	0			
Providing leadership opportunities for youth	0	0			
Helping youth learn and apply skills to real-life settings	0	0			
Communicating with families	0	0			
Communicating with schools	0	0			
continuously man control					
Communicating with other community partners	ollowin	O g top	ics?	Yes	No
Communicating with other community partners Do you feel you needed more training on any of the fo	O	O g top	ics?	Yes	No O
Communicating with other community partners Do you feel you needed more training on any of the fo	O	O g top	ics?		
Communicating with other community partners Do you feel you needed more training on any of the foreign and th	O	o g top	ics?		0
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Communicating with other community partners Do you feel you needed more training on any of the form o	ng tha	t info			0 0 0
Communicating with other community partners Do you feel you needed more training on any of the form t	ng tha	t info			0 0 0
Communicating with other community partners Do you feel you needed more training on any of the form o	ng tha	t info			0 0 0

Survey Staff Characteristics: Facilitation Approaches

Now we would like you to consider your approaches to program delivery as a facilitator. In the following questions, please consider how you delivered your programs between October 2014 and September 2015.

11. How often did you ...?

	Never	Sometimes	Half the Time	Most of the Time	Always
Provide youth with age-appropriate opportunities for leadership	0	0	0	0	0
Provide youth with roles (such as timekeeper, note-taker, or spokesperson) when working on activities or projects	0	0	0	0	0
Link youth to resources that go beyond the scope of the program (such as mental health services or job training programs)	0	0	0	0	0

Back	(Next	
1111	38	%	

Survey Organizational Characteristics

The next set of questions asks for more information about your organization's settings, resources, and practices, as well as the community in which your program was delivered.

12. Please indicate your level of agreement with the following statements: Between October 2014 and September 2015, our organization had...

	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree
Adequate resources to ensure that the program could be implemented as designed	0	0	0	0	0
The necessary staffing to implement the program as designed	0	0	0	0	0
The necessary staff training needed to implement the program as designed	0	0	0	0	0
The necessary staff to supervise activities	0	0	0	0	0
The necessary staff to keep youth safe	0	0	0	0	0
The necessary staff to support positive relationships with youth	0	0	0	0	0
The necessary time to support continuous improvement of program implementation	0	0	0	0	0
A need for additional guidance or coaching to support implementation	0	0	0	0	0

Back	Next	
46	1%	

Survey
Organizational Characteristics: Community **Engagement**

The next set of questions asks for more information about how your organization reached out to the community in which your program was operating between October 2014 and September 2015.

13. Please indicate your level of agreement with the following statements: Between October 2014 and September 2015, in our community there were/was...

	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree
Other programs for youth that addressed healthy marriage and/or healthy relationship topics	0	0	0	0	0
Groups and/or individuals that opposed teaching marriage and/or relationship education to youth	0	0	0	0	0
A lack of programs designed to promote healthy relationships among youth	0	0	0	0	0

Pleas	rograms often use a number of strategies to recruit, engage, and retain youth. se tell us what strategies you used between October 2014 and September 2015 aswering the following questions.
	h of the following tools or strategies did your organization use to recruit into your program? (Select all that apply)
	Flyers
	Posters
	Videos
	Social media
	Radio/TV ads
	Announcements in school
	Partnerships with other organizations in the community
	Community events
	Peer outreach
	Referrals
	Other: (Please specify here)
	N/A (Our program does not need to recruit because it is part of a school curriculum)
	ere recruitment strategies developed specifically to reach your target population? Yes

_	they were enrolled in your program? (Select all that apply) Provide leadership opportunities to youth
	Make youth feel welcome
	Encourage sense of ownership in program
	Gift cards
	Food
	Transportation
	Child care
	Social media
	Other: (Please specify here)
	Back Next

SurveyProgram Characteristics: Fidelity and Quality
Monitoring

Now we'd like to ask you some questions about implementation fidelity and quality of your program between October 2014 to September 2015. By fidelity we are referring to the degree to which the program was delivered as intended or designed. Quality is a measure of the skill or competence with which the program was implemented.

If you implemented more than one curriculum between October 2014 to September 2015, please think about all of the curricula when answering the following questions.

17. How often did program staff...?

	Never	Sometimes	Half the Time	Most of the Time	Always
Provide or receive corrective feedback to increase fidelity	0	0	0	0	0
Complete a form after each session to monitor fidelity	0	0	0	0	0
Conduct observations of program sessions to monitor fidelity	0	0	0	0	0
Conduct observations of program sessions to monitor quality	0	0	0	0	0
Conduct ongoing review of program documents to determine whether the program content was delivered as intended	0	0	0	0	0
Use fidelity data to support continuous quality improvement (for example, identify additional training needs based on fidelity monitoring)	0	0	0	0	0

	Yes	No
Change the sequence of program sessions or activities from the order initially planned	0	0
Change the number, frequency, or duration of sessions or activities from wha was initially planned	0	0
Drop some sessions or activities from those initially planned	0	0
Add some sessions or activities to those initially planned	0	0
Change the content of a session or activity from what was initially planned	0	0
Work with program developers to make changes to the program	0	0

Survey Program Characteristics

Now we would like to ask you some questions about the specific curricula that you provided to youth between October 2014 and September 2015.

9.	
	h curricula/programs were you implementing with youth between October 2014 and ember 2015? [Select all that apply]
	10 Great Dates
	Active Marriage and Best Practices
	Active Relationships for Young Adults
	Basic Training for Couples
	Basic Training for Men
	Basic Training for Singles
	Bringing Baby Home
	Building Strong Families
	CLFC Getting Real
	CLFC Marriage Enhancement Program
	Connections: Dating & Emotions
	Connections: Relationships and Marriage
	Divorce Busting
	Family Wellness: The Strongest Link (The Couple)
	Healthy Choices, Healthy Relationships
	His Needs Her Needs
	Hold Me Tight
	I Choose Us
	Keys to Healthy Marriage Handbook
	Love Notes 2.0

Love's Cradle Marriage Mentoring: 12 Conversations Married and Loving It Mastering the Mysteries of Love Money Habitudes PAIRS Power of Two Power of Two Premarital Interpersonal Choices & Knowledge (PICK) PREPARE/ENRICH Prevention and Relationship Enhancement Program (PREP) Ready for Love Relationship Smarts PLUS SOULMATE Together We Can Other: (Please specify here) None of the above Promote healthy romantic relationships Reduce risky sexual behavior Prevent violence and/or abuse (physical, sexual, and/or emotional/psychological) Promote positive attitudes about gender and sexuality Improve parenting/co-parenting skills Improve communication skills Improve conflict management skills Improve career and college readiness Other: (Please specify here)		
Married and Loving It Mastering the Mysteries of Love Money Habitudes PAIRS Power of Two Power of Two Premarital Interpersonal Choices & Knowledge (PICK) PREPARE/ENRICH Prevention and Relationship Enhancement Program (PREP) Ready for Love Relationship Smarts PLUS SOULMATE Together We Can Other: (Please specify here) None of the above 10. Which of the following were goals or expected outcomes for your program? [Select all hat apply] Promote healthy romantic relationships Reduce risky sexual behavior Prevent violence and/or abuse (physical, sexual, and/or emotional/psychological) Promote positive attitudes about gender and sexuality Improve parenting/co-parenting skills Improve communication skills Improve communication skills Improve financial management skills Improve financial management skills Improve career and college readiness		Love's Cradle
Mastering the Mysteries of Love Money Habitudes PAIRS Power of Two Power of Two Premarital Interpersonal Choices & Knowledge (PICK) PREPARE/ENRICH Prevention and Relationship Enhancement Program (PREP) Ready for Love Relationship Smarts PLUS SOULMATE Together We Can Other: (Please specify here) None of the above 10. Which of the following were goals or expected outcomes for your program? [Select all hat apply] Promote healthy romantic relationships Reduce risky sexual behavior Prevent violence and/or abuse (physical, sexual, and/or emotional/psychological) Promote positive attitudes about gender and sexuality Improve parenting/co-parenting skills Improve communication skills Improve social skills Improve financial management skills Improve financial management skills Improve career and college readiness		Marriage Mentoring: 12 Conversations
Money Habitudes PAIRS Power of Two Power of Two Premarital Interpersonal Choices & Knowledge (PICK) PREPARE/ENRICH Prevention and Relationship Enhancement Program (PREP) Ready for Love Relationship Smarts PLUS SOULMATE Together We Can Other: (Please specify here) None of the above 10. Which of the following were goals or expected outcomes for your program? [Select all hat apply] Promote healthy romantic relationships Reduce risky sexual behavior Prevent violence and/or abuse (physical, sexual, and/or emotional/psychological) Promote positive attitudes about gender and sexuality Improve parenting/co-parenting skills Improve communication skills Improve conflict management skills Improve financial management skills Improve career and college readiness		Married and Loving It
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Relationship Smarts PLUS SOULMATE Together We Can Other: (Please specify here) None of the above Other the following were goals or expected outcomes for your program? [Select all that apply] Promote healthy romantic relationships Reduce risky sexual behavior Prevent violence and/or abuse (physical, sexual, and/or emotional/psychological) Promote positive attitudes about gender and sexuality Improve parenting/co-parenting skills Improve communication skills Improve social skills Improve career and college readiness		Prevention and Relationship Enhancement Program (PREP)
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 □ Prevent violence and/or abuse (physical, sexual, and/or emotional/psychological) □ Promote positive attitudes about gender and sexuality □ Improve parenting/co-parenting skills □ Improve communication skills □ Improve social skills □ Improve conflict management skills □ Improve financial management skills □ Improve career and college readiness 	0	
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 Improve communication skills Improve social skills Improve conflict management skills Improve financial management skills Improve career and college readiness 		None of the above Inich of the following were goals or expected outcomes for your program? [Select all apply] Promote healthy romantic relationships Reduce risky sexual behavior
☐ Improve social skills ☐ Improve conflict management skills ☐ Improve financial management skills ☐ Improve career and college readiness		None of the above Inich of the following were goals or expected outcomes for your program? [Select all apply] Promote healthy romantic relationships Reduce risky sexual behavior Prevent violence and/or abuse (physical, sexual, and/or emotional/psychological)
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☐ Improve financial management skills ☐ Improve career and college readiness		None of the above Inich of the following were goals or expected outcomes for your program? [Select all apply] Promote healthy romantic relationships Reduce risky sexual behavior Prevent violence and/or abuse (physical, sexual, and/or emotional/psychological) Promote positive attitudes about gender and sexuality Improve parenting/co-parenting skills
☐ Improve career and college readiness		None of the above Thich of the following were goals or expected outcomes for your program? [Select all apply] Promote healthy romantic relationships Reduce risky sexual behavior Prevent violence and/or abuse (physical, sexual, and/or emotional/psychological) Promote positive attitudes about gender and sexuality Improve parenting/co-parenting skills Improve communication skills
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Other: (Please specify here)		None of the above (hich of the following were goals or expected outcomes for your program? [Select all apply] Promote healthy romantic relationships Reduce risky sexual behavior Prevent violence and/or abuse (physical, sexual, and/or emotional/psychological) Promote positive attitudes about gender and sexuality Improve parenting/co-parenting skills Improve communication skills Improve social skills Improve conflict management skills
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For the following three questions, please consider the following definitions:

- ON-SITE: Program staff address topic on site (e.g., in the classroom or other program setting), or program staff arrange for consultants or partners to discuss topic on site.
- ESTABLISHED COMMUNITY PARTNER: Program has an established, formal relationship with a community partner, who covers topic at their outside location. Program staff follow-up with participants.
- REFERRAL PLUS FOLLOW-UP: Program staff make referrals for participants to access services related to the topic at another outside organization, and program staff follow-up with participants.
- BASIC REFERRAL: Program staff make referrals for participants to access services.
- TOPIC NOT ADDRESSED: Program does not provide service related to the topic, nor do program staff assist with referral for service.

21. How did you address the following healthy relationship attitudes and beliefs in your program? (Select all that apply)

	On- site	Established community partner	Referral plus follow- up	Basic referral	Topic not addressed	Don't know
Attitudes and beliefs about healthy romantic relationships		0			0	
Attitudes and beliefs about sexual activity						
Attitudes and beliefs about violence/abuse prevention, including physical, sexual, and emotional/psychological violence/abuse	0	0	0	0	0	0
Attitudes and beliefs about parenting/co-parenting						

			On- site	Establis commu	unity	Referral plus follow- up	Basic referral	Topic not addressed	Don't know
Communication s	kills								
Social skills									
Conflict managem	nent sk	ills							
Violence/abuse p skills and behavio including physica and emotional/psycho violence/abuse	ors, I, sexu	al,	0	0		0	0	0	0
How did you add	ress tl						jram? (S€	elect all that a	apply)
How did you add	On-	Е	stablis ommu	shed	Re	your prog eferral s follow-	Basic	Topic not	Don't
Financial		Е	stablis	shed	Re	eferral			
Financial management	On- site	Е	stablis commu partn	shed	Re	eferral s follow- up	Basic referral	Topic not addressed	Don't know
Financial	On-site	Е	stablis commu partn	shed	Re	eferral s follow-up	Basic referral	Topic not addressed	Don't know
Financial management Career goals Educational goals	On- site	Е	stablis commu partn	shed	Re	eferral s follow- up	Basic referral	Topic not addressed	Don't know
Financial management Career goals Educational	On-site	Е	stablis commu partn	shed	Re	eferral s follow-up	Basic referral	Topic not addressed	Don't know
Financial management Career goals Educational goals Parenting/co-	On-site	Е	establis commu partn	shed	Re	eferral s follow-up	Basic referral	Topic not addressed	Don't know
Financial management Career goals Educational goals Parenting/co- parenting skills Marriage and	On-site	Е	establisicommu partn	shed	Re	eferral s follow-up	Basic referral	Topic not addressed	Don't know

${\bf 24.}$ Please indicate your level of agreement with the following statements: Our program...

	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree
Had clear goals and objectives	0	0	0	0	0
Had a logical sequence of lessons	0	0	0	0	0
Targeted the specific needs of the youth being served	0	0	0	0	0
Provided opportunities for youth to interact positively with one another	0	0	0	0	0
Included materials that were relevant for the youth being served	0	0	0	0	0
Included activities that involved opportunities for sharing and listening	0	0	0	0	0
Included content that was relevant for the youth being served	0	0	0	0	0
Valued diverse types of relationships	0	0	0	0	0
Valued diverse types of families	0	0	0	0	0

25. Please indicate your level of agreement with the following statements: Our program...

	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree
Was "branded" to help youth feel like they were a part of something special	0	0	0	0	0
Allowed youth to help create "ground rules"	0	0	0	0	0
Taught youth to think critically about how peer pressure influences their lives and decisions	0	0	0	0	0
Taught youth to think critically about how the media influences their lives and decisions	0	0	0	0	0
Taught youth to think critically about how cultural norms influence their lives and decisions	0	0	0	0	0
Taught youth to think critically about how gender norms influence their lives and decisions	0	0	0	0	0
Had explicit policies stating that physical and sexual harassment, violence, and bullying were not tolerated	0	0	0	0	0

26. Please indicate your level of agreement with the following statements: Our program...

	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree
Created meaningful opportunities for youth to take leadership and initiative	0	0	0	0	0
Used activities and materials representative of the populations served (such as images in posters)	0	0	0	0	0
Engaged parents through family activities, newsletters, websites, or other program activities	0	0	0	0	0
Was inclusive of LGBTQ youth	0	0	0	0	0
Informed youth that participation was voluntary	0	0	0	0	0
Included youth in program decision-making	0	0	0	0	0
Had content that was general and appropriate to a broad range of youth	0	0	0	0	0

☐ Interactive	e activities
☐ Homework	k
☐ Use of tec	hnology/social media
☐ Booster s	essions
together)? Plea classes:	ons single sex (males only or females only) or co-ed (males and females use pick the statement that best describes your program sessions or
together)? Plea classes:	se pick the statement that best describes your program sessions or
together)? Plea classes:	se pick the statement that best describes your program sessions or
together)? Plea classes: Single-se Co-ed	se pick the statement that best describes your program sessions or

SurveyProgram Characteristics: Delivery

Next we would like to learn more about how your program was delivered. Please answer the following questions about the program services provided between October 2014 and September 2015. If you were implementing more than one curriculum with youth, please select the one curriculum that served the most youth ages 14-24.

. How many sessions/	lasses were conducted with youth?
O 1	
O 2-4	
O 5-8	
O 9-11	
O 12+	
). Approximately how n	any youth met in each session/class?
1. How long did the sess	any youth met in each session/class?
1. How long did the sess	
O Less than 1 hour	

31. H	ow long did the sessions/classes usually last?
0	Less than 1 hour
0	1 hour
0	2 hours
0	More than 2 hours
32. H	ow often were the sessions/classes held?
0	Everyday
0	Once a week
0	Every other week
0	Monthly
0	Other
0	d the program offer flexible dates and times for the youth to participate? Yes No
	ere make-up sessions offered to participants who were unable to attend a on/class?
0	Yes No
O 35. If	
35. If you p	No your organization served both youth (14-24 years old) and adults (25 and older), did



Thank you very much for completing this survey and providing your valuable feedback. We greatly appreciate your time and effort!

Please click on the following link to enter your mailing address so that we may send your \$10 gift card: http://www.surveygizmo.com/s3/2196582/Respondent-Information. This information will be kept private to the extent permitted by the law.

The Paperwork Reduction Act Statement: This collection of information is voluntary and will be used to better understand promising practices in youth-serving, federally-funded healthy marriage and relationship education programs. Public reporting burden for this collection of information is estimated to average 30 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); Attn: OMB-PRA (0970-XXXX).



Respondent information

