

**NOW IS THE TIME (NITT) – MINORITY FELLOWSHIP PROGRAM (MFP)  
EVALUATION**

**SUPPORTING STATEMENT**

**B. COLLECTION OF INFORMATION EMPLOYING STATISTICAL METHODS**

**B.1. Respondent Universe and Sampling Methods**

The NITT-MFP evaluation will randomly select respondents to collect process and outcomes data through the fellow interview instrument included in this OMB application.

Ten fellows from each NITT-MFP-Youth grantee and eight fellows from each NITT-MFP Addiction Counselors grantee will be randomly selected for participation in the NITT-MFP Fellow Interview each year. To ensure that those interviewed are roughly representative of the fellows’ race/ethnicity, the random selections will be made by grantee after sorting the fellows by ethnic/racial group. If any of the selected fellows do not respond, additional interviewees will be randomly selected from among the remaining fellows until interviews are completed annually with the targeted number of fellows from each grantee. The interviews are qualitative and will serve to supplement the survey findings (from data collected under OMB No. 0930-0304) rather than produce standardized data. To that end, the number of interviews was determined to allow the inclusion of both male and female respondents, as well as members of the different racial/ethnic groups represented among the fellows. In addition, the interviews will include only a portion or subset of the fellows to reduce total respondent burden across all fellows.

**B.2. Information Collection Procedures**

The respondents, mode, administration frequency, and expected sample size for the NITT-MFP Fellow Interview are summarized in *Table 7*.

**Table 7. Now is the Time (NITT) – Minority Fellowship Program (MFP) Data Collection Procedures**

<b>Instrument</b>	<b>Respondent</b>	<b>Mode</b>	<b>Administration Frequency</b>	<b>Expected N (per cohort)</b>	<b>Number of cohorts</b>
NITT-MFP Fellow Interview	Fellowship alumni	Telephone interview	Once (4-5 months after program)	66 (10 per 5 MFP-Y grantees; 8 per 2 MFP-AC grantees)	4

Fellows randomly selected for NITT-MFP Fellow Telephone Interview will be contacted by the NITT-MFP evaluation team via email with telephone follow-up to setup a mutually convenient time for the interview during regularly scheduled business hours. Once the interview is scheduled, the contractor will provide the participant with an electronic version of the consent form, the interview questions, and a toll-free, passcode-protected telephone conference number. Before beginning the telephone interview, consent will be requested to record the interview to

confirm, if needed, the accuracy of noted responses. A senior evaluator from the contractor's evaluation team will lead the respondent through the interview while a junior evaluator will record responses and take notes. After the interview, the interviewer and note taker will review the responses for accuracy. Any areas of discrepancy will be validated with the recording (if consented by the respondent); once the responses are considered final, the recording will be deleted. An electronic version of the telephone interview will be maintained on a password protected, secure server accessible only to the contractor's evaluation team. After the interview, the interviewer will send an email thanking the respondent for his or her participation.

A procedures manual will be developed for the administration of the telephone interviews and training will be provided to all interviewers and note takers to walk through interview procedures and questions.

### **B.3. Methods to Maximize Response Rates**

The NITT-MFP evaluation team will employ a number of strategies to reach the target number of interviews. To encourage high participation rates, respondents to the NITT-MFP Fellow Interview will each be offered a \$30 gift card respondent incentive.

Prior to the NITT-MFP Fellow Interview, an initial email invitation will be sent to eight fellows randomly selected from each grantee cohort. The e-mail will provide a thorough explanation of the study and its importance, the reasons the fellow is being asked to participate, the \$30 gift-card respondent incentive, and means by which they can contact the evaluation team for additional information, including a toll-free telephone number and project specific email. If one or more of those selected are not able to be reached or refuse to be interviewed, additional interviewees will be randomly selected from among the remaining fellows.

The evaluation team will aim to identify the most convenient time for the fellow to complete the telephone interview. Before the interview, fellows will be provided the interview topics so they will be knowledgeable about the topics that the interview will cover. Nonresponders to the initial email invitation will be sent weekly follow-up reminder emails. Should a fellow not respond within three weeks, another fellow will be selected from among the other fellows.

### **B.4. Test of Procedures**

The estimated burden time for the NITT-MFP Fellow Interview is 1 hour, including time for consent. This is based on evaluation staff member's expectations of the time required to conduct this interview. Actual interview lengths may vary across fellows, but the burden estimate will not be exceeded.

### **B.5. Statistical Consultants**

As noted in **Section A.8**, SAMHSA has consulted with an expert panel on the NITT-MFP evaluation plan, data collection procedures, and analysis plans. These experts will continue to provide advice and feedback throughout the course of the evaluation through annual panel meetings. In addition, the contractor team comprises several experts who have been involved in the development of the NITT-MFP data collection and analysis plans and will be directly

involved in data collection and statistical analysis. Also, SAMHSA advisors will be consulted throughout the evaluation on various statistical aspects of the design, methodological issues, and data analysis. **Table 8** provides details of these team members and advisors.

**Table 8. Statistical Consultants for the Now Is the Time (NITT) – Minority Fellowship Program (MFP) Evaluation**

Name & Role in Evaluation	Title & Address	Contact Information
<b><i>NITT-MFP Evaluation Staff</i></b>		
<b>James Trudeau, Ph.D.</b> NITT Evaluation Project Director	Senior Research Social Scientist Center for Justice, Safety, and Resilience RTI International 3040 East Cornwallis Road Research Triangle Park, NC 27709	Phone: 919-485-7751 Email: <a href="mailto:trudeau@rti.org">trudeau@rti.org</a>
<b>Sandra Staklis, Ph.D.</b> NITT-MFP Evaluation Lead	Senior Research Associate Education and Workforce Development RTI International 1618 SW First Avenue, Suite 300 Portland, OR 97201-5708	Phone: 503-428-5676 Email: <a href="mailto:sstaklis@rti.org">sstaklis@rti.org</a>
<b>Michael Hoge, Ph.D.</b> NITT-MFP Process Evaluation Co-Lead	Professor of Psychiatry Director, Yale Behavioral Health Director, Yale Group on Workforce Development Director, Clinical Training in Psychology Department of Psychiatry 300 George St New Haven, CT 06511	Phone: 203-785-5629 Email: <a href="mailto:michael.hoge@yale.edu">michael.hoge@yale.edu</a>
<b><i>SAMHSA Advisors</i></b>		
<b>Nainan Thomas, Ph.D.</b> Contracting Officer’s Representative	Public Health Advisor CMHS, SAMHSA 1 Choke Cherry Road, Room 6-1099 Rockville, MD 20857	Phone: 240-276-1744 Email: <a href="mailto:Nainan.Thomas@samhsa.hhs.gov">Nainan.Thomas@samhsa.hhs.gov</a>
<b>Kristin Painter, Ph.D.</b> Alternate Contracting Officer’s Representative	Public Health Advisor CMHS, SAMHSA 1 Choke Cherry Road, Room 6-1040 Rockville, MD 20857	Phone: 240-276-1932 Email: <a href="mailto:Kirstin.Painter@samhsa.hhs.gov">Kirstin.Painter@samhsa.hhs.gov</a>
<b>Beda Jean-Francois, Ph.D.</b>	Social Science Analyst CBHSQ, SAMHSA 1 Choke Cherry Road, Room 2-1012 Rockville, MD 20857	Phone: 240-276-0370 Email: <a href="mailto:Beda.Jean-Francois@samhsa.hhs.gov">Beda.Jean-Francois@samhsa.hhs.gov</a>

## REFERENCES

- Bureau of Labor Statistics, U.S. Department of Labor, *Occupational Outlook Handbook, 2014-15 Edition*, on the Internet at <http://www.bls.gov/ooh.htm> (visited May 22, 2014).
- Eyerman, J., Bowman, K., Butler, D., & Wright, D. (2005). The differential impact of incentives on refusals: Results from the 2001 national household survey on drug abuse incentive experiment. *Journal of Economic and Social Measurement*, 30 (2-3), 157-169.
- Hoge, M.A., Morris, J.A., Daniels, A.S., Stuart, G.W., Huey, L.Y., & Adams, N. (2007). An action plan for behavioral health workforce development: a framework for discussion [Internet]. Rockville (MD): Substance Abuse and Mental Health Services Administration. Available from: <http://www.SAMHSA.gov/workforce/annapolis/workforceactionplan.pdf>. Accessed May 17, 2014.
- Hoge, M.A., Stuart, G.W., Morris, J., Flaherty, M.T., Paris, M., & Goplerud, E. (2013). Mental health and addiction workforce development: Federal leadership is needed to address the growing crisis. *Health Affairs*, 32, 2005-2012.
- Institute of Medicine. (2006). *Improving the quality of health care for mental and substance-use conditions*. Washington, DC: National Academies Press.
- Longest, K.C., & Thoits, P.A. (2012). Gender, the Stress Process, and Health: A Configurational Approach. *Society and Mental Health*, 2, 187-206.
- Rihoux, B., & Ragin, C.C. (Eds.). (2008). *Configurational Comparative Methods. Qualitative Comparative Analysis (QCA) and Related Techniques*. Applied Social Research Methods, Thousand Oaks and London, Sage.
- Substance Abuse and Mental Health Services Administration. (2013). *Report to Congress on the Nation's Substance Abuse and Mental Health Workforce Issues*. Retrieved from <http://store.SAMHSA.gov/shin/content/PEP13-RTC-BHWORK/PEP13-RTC-BHWORK.pdf>
- U.S. Census Bureau. (2012). December 12, 2012 Press release, U.S. Census Bureau projections show a slower growing, older, more diverse nation a half century from now. Retrieved from: <https://www.census.gov/newsroom/releases/archives/population/cb12-243.html>

## **LIST OF ATTACHMENTS**

**1:** NITT-MFP Fellow Interview Protocol