ATTACHMENT A

Topic Guide for Implementation Data Collection

Topic Guide for Implementation Data Collection

| Topics | Telephone Interview  Participants | Site Visit Participants[[1]](#footnote-1) |
| --- | --- | --- |
| Community and Organizational Context |  |  |
| Organizational History | Grantee leader; Partner leader; program documents | Partner leaders[[2]](#footnote-2); |
| Community Context | Grantee leader; Partner leaders; program documents | Partner leaders; |
| Partnerships and Roles |  |  |
| Grantee and Partner Roles | Grantee leader; Partner leaders | Partner leaders; CAG[[3]](#footnote-3); YLC(s)[[4]](#footnote-4) |
| Partner Selection Criteria and Processes | Grantee leader |  |
| Implementation Drivers |  |  |
| Scale Up Strategies | Grantee leader; Partner leaders | Grantee leader; Partner leaders; CAG |
| Program Settings and Sites | Grantee leader; Partner leaders; program documents | Partner leaders; CAG(s); |
| Program Models (EBPs) and Fit | Grantee leader; Partner leaders | Partner leaders; Frontline staff; CAG; YLCs |
| Fidelity and Quality | Grantee leader; Partner leader | Partner leaders; Frontline staff |
| Recruitment and Retention |  | Partner leaders; Frontline staff; YLC(s) |
| Linkages to Youth-Friendly Healthcare | Grantee leader; Partner leaders | Partner leaders; Frontline staff; CAG; YLC(s) |
| Pilot Year Experiences | Grantee leader; Partner leaders (if involved in pilot) | If involved in pilot: Partner leaders; Frontline staff; CAG; YLC(s) |

| Topics | Telephone Interview  Participants | Site Visit Participants |
| --- | --- | --- |
| Community Mobilization | Grantee leader; Partner leader | Partner leaders; Frontline staff; CAG(s); YLC(s); program documents |
| Strategic Dissemination | Grantee leader; Partner leader | Partner leaders; Frontline staff; CAG(s); YLC(s) |
| Community Responsiveness |  | Grantee leader; Frontline staff; CAG; YLC(s); semi-structured observations of program activities |
| Sustainability | Grantee leader; Partner leader | Partner leaders; CAG(s); |
| Additional Topics |  |  |
| Unique Grantee Features |  | Grantee leader; Partner leaders; Frontline staff; CAG(s); YLC(s) |

1. While most topics will be covered in each site visit, the depth of coverage on each topic will depend on the focus of each individual project’s implementation plan. [↑](#footnote-ref-1)
2. Additional partner leaders not previously interviewed on the phone. [↑](#footnote-ref-2)
3. Community Advisory Group [↑](#footnote-ref-3)
4. Youth Leadership Council [↑](#footnote-ref-4)