

ATTACHMENT B
TELEPHONE INTERVIEW GUIDES

GRANTEE TOPIC GUIDE

Community and Organizational Context

Organizational History

- Before this project, what types of work have you been doing in the community you're targeting for the Teen Pregnancy Prevention Project/[Local Project Name]?
- How did the Tier 1B project come about?
- What is [grantee organization name]'s role in implementing the project?

Community Context

- *[Confirm target community definition from the grant application]* How did you choose this community(ies) to target?
- In your community(ies), are there particular challenges for implementing a TPP program? (e.g., cultural, political, geographic). To what extent is teen pregnancy viewed as a problem in the community?
- *[If not answered previously]* Have there been other evidence-based TPP programs in the community prior to this grant? Are there other evidence-based TPP programs currently in place?

Bringing to Scale

- We want to get a sense of how you're approaching the goal of bringing the EBPs to scale in your community. What does replicating the EBPs "to scale" mean to you?
- What key strategies are you using to scale up? What challenges have you encountered so far? What challenges do you anticipate? Have your strategies changed since the beginning of the grant?
- In what ways, if at all, does your strategy depend on certain systems or agencies within your community? (e.g., school districts, foster care system, local coalitions?)
- Is a co-teaching or train-the-trainer model being used in any of your settings? If so, what advantages or disadvantages do you see to it as a scale-up strategy?

Partnerships and Roles

Partner Roles

- Who are you partnering with to implement the project? What are the partners' roles?
 - What is the nature of your agreements with partners? Are they subcontractors, MOU partners, or informal partners?
- Are there informal partners or partners who are only involved in the Community Advisory Group (CAG) who are essential to scaling up and implementing the project? In what way?

Partner Criteria/Processes

- How were partners selected and recruited to support your scale up goals?
- Does your organization have a previous relationship with some, most, all, or none of the partners?
- What new partnerships were necessary to scale up? What challenges, if any, have you encountered establishing new partnerships?

The Pilot Year

- What was the most important use of the planning and piloting year for this initiative?
- Beyond the OAH-specified milestones, what were your goals for the planning year? Do you feel like you have been able to achieve them? What challenges or surprises have you encountered?
- How did your strategy evolve as a result of planning and piloting activities, if at all?

Settings and Sites

- *[Confirm settings and EBPs]*
- How were the implementation settings chosen? What were the most important considerations in selecting the settings to take the programs to scale?
- Have you been able to implement in all of the intended settings? What challenges have these settings presented, and how have you dealt with them?
- How were the specific implementation sites chosen for each setting?
 - To what extent are you implementing in all possible sites for each setting? What are the constraints in reaching full scale in each setting?
- Have there been changes in settings or sites from what was originally planned? (If so, what prompted these changes?)

Program Models (EBPs)

- What processes were used to decide on the EBPs? Who was involved?
 - What were the most important considerations in selecting the programs to be scaled-up?
- Has the project changed any of the program models from the original application during the pilot year? If so, what led to this decision?

Program Fit

- How are you ensuring the EBPs are age-, culturally-, and linguistically-appropriate, and LGBTQ inclusive?
 - What are the challenges of ensuring program fit when going to scale?
- Were any adaptations needed to go to scale? If so, how are they supporting your scale up goals?
- How are you trying to create, support, or maintain safe, supportive environments as part of your scale up effort? Are there specific training or resources the initiative is providing

to ensure the safe, supportive environments? (If so, who is providing these and what do they include?)

Linkages to Youth-Friendly Healthcare

- To what extent is growing and supporting linkages to youth-friendly health care services a part of your overall strategy?
- Do youth-friendly healthcare options already exist in your community?
 - *[If yes]* What makes them youth-friendly? What challenges do youth face in accessing these services (geographic/transportation, money/insurance, social stigma, etc.)
 - *[If no or very limited]* In what ways is this project addressing this issue?
- Are there any specific challenges to providing youth-friendly healthcare services, or providing access or referrals to them? (e.g., political, cultural, structural)
- Is there a way to track referrals and whether they resulted in health care visits?
 - What challenges are you seeing in setting up or implementing a referral process?

Fidelity and Quality

- What is your strategy for ensuring fidelity at this scale of implementation?
- How are you using fidelity monitoring when you take a program to scale?
- Aside from the required fidelity monitoring, is there a process for monitoring quality? (If so, how do you use quality monitoring to support the scale up efforts?)

Community Mobilization

- How are you working to mobilize the community around the initiative? What are the goals of the effort?
 - Who is involved in that process, formally, or informally?
- Tell me about your Community Advisory Group(s) (CAG). How was it formed? What are the CAG's main roles?
 - How has the CAG contributed to the scale up effort thus far? What are the barriers to facilitating an effective CAG? What adjustments do you plan to make (if any)? To what extent does the CAG have a shared vision/mission?
- How was the Youth Leadership Council (YLC) formed? What are the YLC's roles? Does it coordinate with the CAG?
 - How has the YLC contributed to the scale up effort thus far? What are the barriers to facilitating an effective YLC? What adjustments do you plan to make (if any)? To what extent does the YLC have a shared vision/mission?
- What difficulties, if any, have you encountered garnering community support for this effort?

Strategic Dissemination

- How are you using/planning to use strategic dissemination to support the scale up effort?

- Is there a public education campaign planned to educate the community? If so, what are the goals of the campaign? What communication strategies does the campaign use?
- Are there challenges to public education or sharing information about programs and results publicly?

Sustainability

- Are sustainability efforts in process, or planned? What is the current approach to sustaining at scale?
- Long-term, what do you anticipate partners' roles will be in sustaining and growing the effort?

PARTNER TOPIC GUIDE

Community and Organizational Context

- Before this project, has your organization done Teen Pregnancy Prevention work? Have you implemented EBPs?
- How does this project fit into your organization's overall mission? How does it fit in with your other work?
- Are there particular challenges for implementing a TPP project in your community? (e.g., cultural, political, geographic).

Partnerships and Roles

- What is your/your organization's role in the project?
- How did your organization become involved?
 - Does your organization have a previous relationship with [grantee] or with other organizations involved in the project? (If so, what were these relationships?)
 - What factors led to your decision to participate?
- In fulfilling your role, how do you work with [grantee name]? Are there other partners you work with regularly?

Bringing to Scale

- We want to get a sense of how you're approaching the goal of bringing the EBPs to scale in your community. What does replicating the EBPs "to scale" mean to you?
 - What strategies is the project using? What challenges have you encountered so far? What challenges do you anticipate? Have your strategies changed since the beginning of the grant?
 - What do you see as your organization's role in the scale up process?
- *[If providing an EBP]* What is the training process for the EBP(s)? How are staff being trained? Have you hired any new staff specifically for the project?

Settings and Sites

- How were the setting types selected? What were the most important considerations? How was your organization involved in that decision process, if at all?
- *[If providing an EBP, confirm settings they are in]* What challenges have these settings presented, and how have you dealt with them?
- *[If not fully saturating settings]* How were the specific implementation sites chosen for each setting?

Program Models (EBPs)

- *[Confirm EBPs they are providing/involved in, and which settings]*
- How was your organization involved in choosing the program model(s), if at all?

- *[If models changed from original]* What drove those changes? How were you involved in the decisions, if at all?

Program Fit

- Was your organization involved in discussions or work to ensure that the EBP(s) is/are appropriate in a number of ways - age appropriate, culturally and linguistically appropriate, and LGBTQ inclusive?
- What are the challenges of ensuring program fit when taking it to scale?
- What does having “safe, supportive environments for youth” mean in your community? Have you been asked to take certain actions or approaches to ensure a “safe, supportive environment for youth”? Has there been training to help with this?

Linkages to Youth-Friendly Healthcare

- *[Skip questions if not involved in establishing or maintaining linkages to healthcare]*
- Do youth-friendly healthcare options already exist in your community?
 - *[If yes]* What makes them youth-friendly? What challenges do youth face in accessing these services (geographic/transportation, money/insurance, social stigma, etc.)
 - *[If no or very limited]* In what ways is this project addressing this issue?
- Are there any specific challenges you’re aware of to providing youth-friendly healthcare services, or providing access or referrals to them? (e.g., political, cultural, structural)
- Do your staff provide referrals to youth-friendly health care services? Or provide information about them? How and when?
- Is there a way to track your staff’s referrals? What is this system? (If not, do you know if one is being created? Is your organization involved in creating it?)

The Pilot Year

- How were you involved during the first year of the grant, the pilot year? Were you involved in piloting specific EBPs or strategies?
- Did your role change during the pilot year? Did plans for your organization’s involvement change?
- Is this second year likely to be any different for your organization in the project, or a continuation of your involvement so far?

Fidelity and Quality

- What role do you or does your organization have in monitoring or feedback processes?

- Does the project look at quality of the programs being provided? (If yes, how do they do this?) Is there any ongoing training or support for those providing the program based on fidelity or quality feedback?

Community Mobilization

- Is your organization involved in the overall community mobilization effort around the project? If so, how?
- What are the goals of the community mobilization effort, as you understand them?
- Are members of your organization involved in the CAG? If so, what are their roles on the CAG?
 - How has the CAG contributed to the overall effort thus far? What are the barriers to facilitating an effective CAG?
 - To what extent does the CAG have a shared understanding/vision of their purpose?
- In what ways, if any, is your organization involved with the YLC? (e.g., recruitment, facilitation)
 - How has the YLC contributed to the overall effort thus far? What are the barriers to facilitating an effective YLC?
- What difficulties, if any, are you aware of in garnering community support for this effort?

Strategic Dissemination

- Is your organization involved in a public education campaign to educate the community? What are the goals of this campaign?
- Do you see challenges to public education or sharing information about programs and results publicly?

Sustainability

- Are sustainability efforts planned or in progress? *[If yes]* To what extent have you or your organization been involved in discussions of sustainability?
 - What is the current approach to sustainability planning?