

# RECRUITMENT/CONSENT EMAIL SENT TO SAMPLED STATE MEMBERS

Dear XXX,

The Council of State Governments, National Conference of State Legislatures and Women in Government in collaboration with the U.S. Department of Labor's Office of Disability Employment Policy invite you to participate in a brief survey on disability employment policy and the State Exchange on Employment and Disability (SEED) initiative. This survey should only take about 15- 20 minutes to complete. Your participation is voluntary and there is no penalty if you choose not to participate.

By completing the survey you are agreeing to participate in a research effort that will assist in evaluating and improving the effectiveness of the SEED initiative. Your answers will be kept strictly confidential. Responses from all participants will be analyzed and the findings reported only in their aggregate form, without any information that would identify you or your organization. Note that electronic communications are not necessarily secure and could be viewed by a third party, however we anticipate that participation in this survey presents no greater risk than everyday use of the Internet.

The link to the SEED Implementation Evaluation Survey:

[\[Survey URL\]](#)

**Deadline to Participate:** Please complete the survey *no later than XXX*.

The primary researchers conducting this study are Michelle Yin at American Institutes for Research (AIR), and Daniel Weissbein at Coffey Consulting Ltd. If you have any questions, you may contact Michelle Yin at (202) 403-5580 or [myin@air.org](mailto:myin@air.org). If you have any questions or concerns regarding your rights as a subject in this study, you may contact the AIR Institutional Review Board (IRB) for Human Participants at 1-800-634-0797, or email at [IRB@air.org](mailto:IRB@air.org).

Thank you in advance for sharing your time and experience with us.  
Sincerely,

Survey Research Analyst

# STATE EXCHANGE ON EMPLOYMENT AND DISABILITY (SEED) INITIATIVE IMPLEMENTATION EVALUATION

## DEFINITIONS

The U.S. Department of Labor's Office for Disability Employment Policy (ODEP) recently launched the State Exchange on Employment and Disability (SEED) in collaboration with several partners, including the Council of State Governments (CSG), the National Conference of State Legislatures (NCSL) and Women in Government (WIG). As one effort under the SEED initiative, NCSL and CSG convened a National Task Force on Disability Employment comprised of state policymakers from across the country. The Task Force was charged with formulating a National Policy Framework for Disability Employment that was launched in December 2016. Through its state intermediary partners, SEED also offered Technical Assistance (TA) to educate and assist states in adopting policies related to improving employment for people with disabilities.

This survey is intended to obtain information from state policymakers and their staff members regarding where they get information on disability employment policy, what their needs and barriers are regarding adopting and implementing disability employment policies, SEED's implementation process for state disability employment policies, perceptions of SEED, and organizational or policy changes that have taken place since SEED was formed (NOTE: Policy changes here refer to either proposals or changes to law, executive orders, budget resolution, regulation, guidance or other such binding policy structure).

Please read each item and provide the answer you believe fits the questions. Your information will help to improve SEED processes and outcomes for the future.

## INSTRUCTIONS

When questions refer to your organization, please answer for the unit of your organization at which you are currently located or aligned.

1. Your title: *Check one.*
  - a. Legislator (please specify title): \_\_\_\_\_
  - b. Staff to state Senator or Legislator
  - c. Governor
  - d. Lt. Governor
  - e. Staff to Governor or Lt. Governor
  - f. State executive branch employee (please specify title and agency): \_\_\_\_\_
  - g. Other (please specify): \_\_\_\_\_
  
2. Number of years you have been in this position (please enter a whole number, rounding up): \_\_\_\_
  
3. In your position, how often do you have the opportunity to make policy decisions that directly address disability employment issues? *Check one.*
  - a. Every Day
  - b. Almost Every Day
  - c. Occasionally/Sometimes
  - d. Almost Never
  - e. Never
  
4. Please check the box next to any organization for which you are or have been an active member at any points since March 2016. *Check all that apply.*
  - Council of State Governments
  - National Conference of State Legislatures
  - Women in Government
  - Other legislative support organization (please specify): \_\_\_\_\_
  
5. Please check the box next to any SEED activities with which you have been directly involved. *Check all that apply.*
  - CSG's and NCSL's National Task Force on Workforce Development for People with Disabilities (March 2016 – May 2016)
  - Women in Government's (WIG) Policy Roundtables (May 2016)
  - Other (please specify): \_\_\_\_\_
  - I have not been directly involved with any SEED activities

If you checked a box indicating direct involvement in any of the above SEED activities, please proceed to Question 6. If you checked the box indicating NO direct involvement with a SEED activity, please skip to Question 22.

6. **Prior to** your direct involvement with any of the SEED activities checked under question 5 above, how would you characterize your knowledge (and understanding) of disability employment policy issues? *Check one.*
  - a. Advanced/Expert
  - b. Moderate
  - c. Basic/Limited
  - d. Very little
  - e. None

7. **Following** your direct involvement in any of the SEED activities checked under question 5 above, how would you characterize your knowledge (and understanding) of disability employment policy issues? *Check one.*
- a. Advanced/Expert
  - b. Moderate
  - c. Basic/Limited
  - d. Very little
  - e. None
8. **Prior to** your participation in any of the SEED activities checked under question 5 above, how would you characterize your motivation to adopt or implement disability employment policy in your state? *Check one.*
- a. Extremely motivated
  - b. Very motivated
  - c. Somewhat motivated
  - d. Slightly motivated
  - e. Not at all motivated
9. **Following** your participation in any of the SEED activities checked under question 5, how would you characterize your motivation to adopt or implement disability employment policy in your state? *Check one.*
- a. Extremely motivated
  - b. Very motivated
  - c. Somewhat motivated
  - d. Slightly motivated
  - e. Not at all motivated
10. **Following** your participation in any of the SEED activities checked under question 5 above, were you involved in any disability employment-related systemic change (e.g., sponsored legislation, established formal collaboration with another state agency, created new position specifically to address disability employment, etc.)? *Check one.*
- a. Yes
  - b. No
  - c. Not sure

If you selected "Yes" above, please describe in the box below.

11. If you participated in the national task force conferences, which subcommittees did you participate in? *Check one.*
- a. Hiring, Retention & Reentry
  - b. Career Readiness & Employability
  - c. Entrepreneurship & Tax Incentives
  - d. Transportation, Technology & Other Employment Supports

12. To what extent does the CSG-NCSL National Policy Framework on Workforce Development for People with Disabilities assist you in advancing your state's policy efforts to improve employment outcomes for people with disabilities? *Check one.*
- A great deal
  - A moderate amount
  - Somewhat
  - Very little
  - Not at all
13. To what extent are you aware of additional disability employment related resources, technical assistance, and learning opportunities offered by state intermediary groups (e.g. CSG, NCSL and WIG)? *Check one.*
- Extremely aware
  - Moderately aware
  - Somewhat aware
  - Slightly aware
  - Not at all aware
14. To what extent do you access those resources, technical assistance, and learning opportunities? *Check one.*
- Very frequently
  - Frequently
  - Occasionally/Sometimes
  - Rarely
  - Not at all
15. To what extent do those learning opportunities and resources increase your capacity to adopt or implement disability employment policy in your state? *Check one.*
- A great deal
  - A moderate amount
  - Somewhat
  - Very little
  - Not at all

16. To what extent are you familiar with the ongoing collaboration with CSG, NCSL, WIG and ODEP, also referred to as the State Exchange on Employment & Disability (SEED) initiative?  
*Check one.*

- a. Extremely familiar
- b. Moderately familiar
- c. Somewhat familiar
- d. Slightly familiar
- a. Not at all familiar

17. What specific resources from this collaboration would be most helpful to supporting disability employment policy efforts in your state? *Check all that apply.*

- Disability employment data
- Educational materials
- Customized technical assistance
- Potential policy options
- State examples
- Other (please specify): \_\_\_\_\_

18. What specific area(s) of this collaboration do you think are highly effective and relevant to your work? *Check all that apply.*

- Disability employment data
- Educational materials
- Customized technical assistance
- Potential policy options
- State examples
- Other (please specify): \_\_\_\_\_

19. What specific area(s) of this collaboration do you think need to be improved to be more helpful in your work? *Check all that apply.*

- Disability employment data
- Educational materials
- Customized technical assistance
- Potential policy options
- State examples
- Other (Please specify): \_\_\_\_\_

20. Do you observe/have you observed any negative effects of this collaboration?

- a. Yes
- b. No
- c. Not sure

If you selected "Yes" above, please describe in the box below.

21. What activities have you engaged in since the implementation of SEED in July 2015? *Check all that apply.*

- Contacted a state intermediary, national disability group, or statewide organization for more information about disability employment policy issues.
- Engaged constituents with disabilities to discuss and get input on potential state policies, or the state of disability employment in my state.
- Contacted business leaders to discuss disability employment issues, such as barriers to hiring persons with disabilities or employer priorities for future policy.
- Requested in-state technical assistance from NCSL, CSG or WIG on a disability employment issues.
- Crafted legislation or regulation related to state disability employment
- Other (please specify): \_\_\_\_\_

22. Please identify any organization(s) you rely on as a resource on disability employment issues. Please include a brief description of how each organization assists you and whether the resource has a national, state-wide or local presence. Please provide the name, organization, and location.

23. Please describe any additional resources (e.g., first-hand experience, friends or colleagues with disabilities, staff or other colleagues, websites, etc.) that you turn to for assistance and/or support on disability employment policy issues. Please provide names and contact information, website URLs, and other pertinent information about these other resources.

24. How would you characterize the level of influence of state intermediary organizations (e.g., CSG, NCSL, and WIG) in your policy adoption and implementation related to disability employment? *Check one.*

- a. Extremely influential
- b. Very influential
- c. Somewhat influential
- d. Slightly influential
- e. Not at all influential

25. How would you characterize the level of influence that policy efforts in another state(s) have on your state's adoption of disability employment policy? *Check one.*

- a. Extremely influential
- b. Very influential
- c. Somewhat influential
- d. Slightly influential
- e. Not at all influential

Please specify which state(s) has influenced your adoption of disability employment policy.



26. Select any barriers that apply and rate their level of significance as a barrier that you face in adopting and implementing policies in your state to improve employment outcomes for people with disabilities.

	Very Important	Important	Fairly Important	Slightly Important	Not Important	Not a Barrier
Lack of relationships or commitment on the issue	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
My state's current economic reality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Political atmosphere (state and/or federal)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Competing priorities that take precedent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If you selected "Other" above, please describe in the box below.

27. What are the technical assistance services or resources, including research, that could help improve your capacity to develop, adopt, and implement disability employment policies in your state? Please be as specific as possible.