

#### ATTACHMENT 4: NRC ANNUAL GRANTEE CASE STUDIES

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**Note:** The Community Science Center Assessment Team (CAT) will conduct annual case studies of all seven SS/HS grantees and a sample of four Project LAUNCH grantees. A purposive strategy will be used to select four Project LAUNCH grantees that represent a range of geographic areas, grant goals, and levels of grantee capacity. The Project LAUNCH grantees selected will include one territorial grantee, one tribal grantee, and two other cohort grantees.

The case studies are designed to take a closer look at the NRC's contribution to grantee capacity development, focusing on each grantee's perception of the greatest improvements in its capacity (capacity outcomes) and how T/TA from the NRC contributed to those capacity outcomes as well as other ways that the NRC has contributed to the grantee's success. Through short (5-7-page) grantee-specific case study reports, the CAT will document the progression of T/TA activities, outputs, and the major changes in the capacity outcomes identified in the NRC logic model for each grantee. The CAT will then conduct an analysis across the case studies to look for patterns of effective T/TA practice and to gain a better understanding of the complex interplay of factors that contribute to the overall effectiveness of the NRC as a T/TA provider.

The individual case studies and cross-case analysis will also explore the contextual conditions in which NRC training and technical assistance was more and less successful, as well as rival explanations for grantee changes in capacity. The case study data collection and analysis will result in a short (5-7-page) case study report for each grantee, as well as a brief timeline of grant-related T/TA events. The cross-case analysis will be included in the annual performance assessment report. The individual case studies will also draw on background information from multiple sources, including needs assessment interviews with grantees and resource specialists; capacity assessment data; site visit interviews with grantees; and annual performance assessment surveys of grantees and grantee partners.

The 11 grantees and up to three of [local education agency/community representatives (SS/HS) or local community partners (Project LAUNCH) per grantee will be interviewed on an annual basis. The case study interviews will be conducted in July and August of each year. Each interview will last approximately 45 minutes. The purpose of the interviews is to obtain more detailed, grantee-specific information regarding the training and technical assistance provided by the NRC and other factors that contributed to grantees' capacity development. A case study report will be written for each SS/HS grantee. For Project LAUNCH, there will be a total of four case study reports.

## **CASE STUDY DATA COLLECTION INSTRUMENT**

### **Case Study Interview Guide**

***For use with Project LAUNCH grantees (project directors), young child wellness coordinators, young child wellness experts, and young child wellness partners and with SS/HS state project coordinators and local education agency/community representatives.***

Hello, my name is \_\_\_\_\_. I am with the Community Science Center Assessment Team for the National Resource Center for Mental Health Promotion and Youth Violence Prevention, or the NRC. As part of our ongoing assessment of the NRC's training and technical assistance, we are conducting interviews of the [Project LAUNCH or SS/HS] grantees. This interview is expected to take approximately 45 minutes to complete. The information that you provide to us will be used to develop a case study report about your site, which will help identify lessons learned and best practices.

Today we have \_\_\_\_ on the line, who will be assisting me by taking notes on our discussion. We would like your permission to record our conversation. This recording will only be used to supplement the notes that we are taking. Only the CAT will have access to the recording that will be destroyed after the completion of the project. If you would like to make any statements off the record, we will turn off the recording and resume when ready. Do we have your permission to proceed with the recording?

Did you receive a copy of the interview questions prior to our call? Do you have any questions before we get started?

Let's start first by talking about your role on the [Project LAUNCH or SS/HS] grant.

1. What are your current job title and job duties?
  - How long have you been involved with the grant?
  - In what capacity have you been involved with the grant?

#### **Grant Context**

2. What contextual factors (organizational, political, economic, and social) have affected the grant's design, implementation, and progress?
  - Is there anything else you would like to add about the political, economic, and social contextual factors that may have affected the grant?
  - What are the disparities in the population you serve?
3. Tell me about the early childhood mental health service and home-visiting systems in your state/tribe/territory. How have those systems been involved with your [Project LAUNCH or SS/HS] program?
  - How well has the program been integrated into those systems?
  - In what ways has the integration of those systems influenced the design, implementation, and progress of the grant?

#### **Overall major improvements in grantee capacity**

4. How did the NRC's training and technical assistance services and resources affect your ability to achieve your grant goals, if at all?

- Can you give examples of the greatest successes that the NRC contributed to? (Limit to three examples)
5. (For each example in Question 4), what did you get out of the training and technical assistance services provided by the NRC?
    - What specific assistance did the NRC provide? (activity)
    - What did you immediately get from the assistance? (output)
    - How did you use it? (capacity outcome)
  6. What made the NRC's training and technical assistance you described successful (for each example in Question 4)?
    - Did it take your state's organizational political, economic, and social context into consideration? How?
    - Was it culturally and linguistically competent?
  7. How else did the NRC help the grant achieve its greatest successes?
    - In what other ways were the NRC's efforts helpful to the grant? Please provide examples and explain why.
    - In what ways were the NRC's efforts less helpful to the grant? Please provide examples and explain why.
  8. [**Restate capacity outcomes mentioned above.**] What other organizational, political, economic, and social factors contributed to the capacities/outcomes you previously mentioned?
  9. What other training and technical assistance resources contributed to the grant's success?
    - What difference did those other technical assistance resources make?
    - How would you compare those technical assistance resources to the NRC technical assistance services you received?
  10. Was there any assistance that you requested from the NRC but did not receive, or did not receive enough assistance?
  11. Were there any unintended results (benefits or drawbacks) of the NRC's efforts? Please explain.

### **Lessons**

12. Looking back on the entire grant period, what were the major technical assistance lessons learned?
  - What lessons were learned about how to meet the grantees' needs and context?
  - What lessons were learned about how to develop the grantees' capacity?
  - What lessons were learned about how to contribute to the grantee's success?

### **Closing**

13. Is there anything else you would like to add about the technical assistance you received from the NRC before we end this interview?