

February 4, 2015

Draft HUD FSS Mini-Survey Questionnaire

Thank you for taking the time to speak with me today. We are conducting brief interviews with people who have Housing Choice or Section 8 rent vouchers and who signed up for the study of [HA Name's] Family Self-Sufficiency Program in [2013/2014]. This should only take about 10 minutes. We will mail you a \$5 gift card as a "thank you" for completing the interview.

We are conducting this survey on behalf of the U.S. Department Housing and Urban Development, or HUD, who sponsors the FSS program. HUD has contracted with MDRC, a not-for-profit research company and M Davis and Company, a survey firm, to collect information from people who volunteered to join the FSS study. Some people who signed up for the study are enrolled in the FSS program and other people are not in the program.

The interview is easy to do. Your participation is voluntary. That means you may choose not to answer any question, or you may stop the interview if you wish, but we hope you don't. What you say will not affect your receipt of any government program or benefits now or in the future.

Your information is confidential. What you tell me will not be reported in a way where you could be identified.

And finally, this interview might be monitored or recorded for quality control purposes.

Q1. May we begin?

- 1 YES
- 2 NOT NOW **(GO TO [follow-up message])**
- 3 DON'T KNOW **(GO TO [follow-up message])**
- 4 REFUSED **(GO TO END INTERVIEW)**

Q2a.

Before we begin, I need to make sure that you are the person who agreed to join this study.

Could you please tell me your date of birth?

INTERVIEWER NOTE: DON'T KNOW 97/97/9997 REFUSED 98/98/9998.

MM DD YYYY

Q2b.

Could you please provide the last four digits of your social security number?

99997 DON'T KNOW
99998 REFUSED

A. SERVICE USE

The first set of questions is about your use of services and training and education experiences since [RAMY].

INTERVIEWER NOTES:

RECORD “YES” FOR ANY ACTIVITY, CLASS, OR SERVICE IN WHICH

- 1) THE RESPONDENT IS CURRENTLY PARTICIPATING, ATTENDING, OR RECEIVING OR
- 2) THE RESPONDENT STARTED ON OR AFTER [RAD] OR
- 3) THE RESPONDENT STARTED BEFORE [RAD] AND CONTINUED AFTER [RAD]

DO NOT CODE “YES” FOR ACTIVITIES, CLASSES, OR SERVICES THAT THE RESPONDENT STARTED AND COMPLETED BEFORE [RAD].

A1. Job Search Assistance

Since [RAMY], have you attended any workshops or received any assistance with finding a job or a better job? Assistance could include help in preparing a resume, finding job openings, calling employers, interviewing for a job, or completing a job application?

- 1 YES
- 2 NO
- 3 DON'T KNOW
- 4 REFUSED

A2. Post-Employment Assistance

Since [RAMY], have you received any assistance with keeping a job, solving a problem at work, increasing your hours of employment, or getting a raise or promotion?

- 1 YES
- 2 NO
- 3 DON'T KNOW
- 4 REFUSED

A3. Basic Education

Since [RAMY] have you ever taken part in any Adult Basic Education (ABE) classes, GED classes, or classes to prepare for a regular high school diploma?

IF NECESSARY, READ “Adult Basic Education (ABE) classes are for improving your basic reading and math skills. GED stands for General Educational Development, and these classes help prepare for the GED test.”

- 1 YES
- 2 NO
- 3 DON'T KNOW
- 4 REFUSED

A4. Post-Secondary Education

Since [RAMY] have you ever taken any college courses **for credit**? These are courses that lead to a 2-year Associate's degree, 4-year Bachelor's degree, or Graduate degree.

- 1 YES
- 2 NO
- 3 DON'T KNOW
- 4 REFUSED

A5. Vocational Training

Since [RAMY] have you taken any vocational training courses for a specific job, trade, or occupation or college courses that were not for credit?

- 1 YES
- 2 NO
- 3 DON'T KNOW
- 4 REFUSED

A.6 Homeownership Assistance

Since [RAMY] have you attended any workshops or received assistance in applying for a mortgage or buying a home?

- 1 YES
- 2 NO
- 3 DON'T KNOW
- 4 REFUSED

A7. Other Financial Services

Since [RAMY] have you attended any workshops or received assistance in learning more about your personal or household finances and acquiring skills to manage them better? Assistance could include help with budgeting or money management, raising your credit score, reducing debt, opening a checking or savings account, saving for retirement or education, or preparing your taxes.

- 1 YES
- 2 NO
- 3 DON'T KNOW
- 4 REFUSED

A8. Health Coverage Assistance

Since [RAMY] have you received assistance in finding or paying for medical or dental insurance for yourself, your children, or other members of your household?

- 1 YES
- 2 NO
- 3 DON'T KNOW
- 4 REFUSED

A9. Child Care Assistance

Since [RAMY] have you received assistance in finding a child care provider or paying for child care?

- 1 YES
- 2 NO
- 3 DON'T KNOW
- 4 REFUSED

A10. Transportation Assistance

Since [RAMY] have you received assistance in buying a car or paying for transportation for employment, school, or other reasons?

- 1 YES
- 2 NO
- 3 DON'T KNOW
- 4 REFUSED

A11. Assistance with Housing/Landlord Issues

Since [RAMY] have you received assistance in dealing with housing issues or problems with your landlord?

- 1 YES
- 2 NO
- 3 DON'T KNOW
- 4 REFUSED

A12. Other Social Services

Since [RAMY] have you received assistance in dealing with personal or legal issues; obtaining food or clothing; paying for emergencies; or paying for special events like birthdays, Thanksgiving, or Christmas?

- 1 YES
- 2 NO
- 3 DON'T KNOW
- 4 REFUSED

B. EMPLOYMENT

The next set of questions is about your employment since [RAMY].

B1. Employment Since RA

Since [RAMY], have you worked for pay at all or have been self-employed? Please count odd jobs or temporary or seasonal work, but don't count unpaid work experience.

- 1 YES
- 2 NO
- 3 DON'T KNOW
- 4 REFUSED

B2. Current Employment

Which statement **best** describes your current employment situation?

- 1 I am not currently employed or self-employed
- 2 Right now, I usually work between 1 and 34 hours per week, counting all of my jobs or businesses
- 3 Right now, I usually work for 35 or more hours per week, counting all of my jobs or businesses
- 4 Don't know
- 5 Refused

C. INVOLVEMENT WITH THE FSS PROGRAM

For FSS Group members only:

The next questions are about the Family Self-Sufficiency or FSS program, which you signed up for in [RAMY]

C1 When was the last time you met with an FSS case manager or specialist to discuss your goals or the services you're receiving or to give you a referral to a job, school, or service?

- 1 Within the past 3 months
- 2 4 to 6 months ago
- 3 7 to 12 months ago
- 4 More than 12 months ago
- 5 Never met with an FSS case manager or specialist
- 6 Don't know
- 7 Refused

C2. How would you describe your current involvement with the FSS program?

- 1 I am currently enrolled in FSS and am participating in activities to help me reach my goals [GO TO CONTACT INFORMATION]
- 2 I am currently enrolled in FSS but I am not participating in activities at this time [GO TO CONTACT INFORMATION]
- 3 I am no longer enrolled in FSS [Go to C3]
- 4 DON'T KNOW [GO TO CONTACT INFORMATION]
- 5 REFUSED [GO TO CONTACT INFORMATION]

C3. I am going to read you a list of possible reasons why you have left the FSS program. Please tell me those that apply to you.

INTERVIEWER: PLEASE READ LIST. SELECT ALL THAT APPLY.

- 1 I bought a home
- 2 I am no longer receiving a Section 8 or Housing Choice voucher
- 3 I moved out of the area
- 4 I was asked to leave the program
- 5 I left the program because I could not find the services I needed
- 6 Some other reason (Specify: _____)
- 7 DON'T KNOW
- 8 REFUSED

**SECTION Z:
CONTACT INFORMATION**

CATI: RECORD START DATE (SECZSTDT) AND TIME (SECZSTTM)

Z1.

Those are all the questions I have to ask you today. Thank you for the time you've spent talking with me and for your participation in this study. In order to send your {\$X} gift card, I need to confirm your name and address.

I have your name listed as **[FLNAME]** and spelled as (**INTERVIEWER: SPELL NAME**). Is that correct?

- 1 YES (**GO TO Z4**)
- 2 NO (**GO TO Z3**)
- 3 REFUSED (**GO TO Z2**)

Z2.

In order to send your gift card, I am required to verify the spelling of your name. I have your name listed as **[FLNAME]** and spelled as (**INTERVIEWER: SPELL NAME**). Is that correct?

- 1 YES (**GO TO Z4**)
- 2 NO (**GO TO Z3**)
- 3 REFUSED (**GO TO Z4**)

CATI: PROVIDE TEXT BOX FOR ENTRY OF CORRECTED NAME WHILE ORIGINAL NAME IS DISPLAYED FOR COMPARISON PURPOSES

Z3.

**INTERVIEWER: ENTER CORRECTED NAME.
[FLNAME]**

Z4. Is this your current address? [FULLADD, RCITY, RSTATE, RZIP]

INTERVIEWER: READ ADDRESS TO R, SPELLING EACH WORD.

INTERVIEWER, IF R REFUSES SAY: We won't be able to send your gift card without an address.

- 1 YES (**GO TO Z6**)

- 2 NO (**GO TO Z5**)
- 3 REFUSED (**GO TO Z6**)

CATI: PROVIDE TEXT BOX FOR ENTRY OF CORRECTED ADDRESS WHILE ORIGINAL ADDRESS IS DISPLAYED FOR COMPARISON PURPOSES

CATI: CREATE CDMO USING DATA ENTERED AT Z5 TO REPLACE:

FULLADD - FULL ADDRESS
RCITY - CITY
RSTATE - STATE
RZIP - ZIP

Z5. Please tell me your address.

ADDRESS _____
CITY _____
STATE _____
ZIP _____
8 REFUSED

INTERVIEWER: ENTER CORRECTED ADDRESS. READ BACK THE ADDRESS INFORMATION TO R, SPELLING THE WORDS.

INTERVIEWER, IF R REFUSES SAY: We won't be able to send your gift card without an address.

Z6. Is there another address you would like me to use to send your gift card?

- 1 YES
- 2 NO (**GO TO Z8**)
- 3 REFUSED (**GO TO Z8**)

CATI: PROVIDE TEXT BOX FOR ENTRY OF SUPPLEMENTAL ADDRESS

Z7.

What address would you like me to use?

STREET: _____
CITY: _____
STATE: _____
ZIP: _____

Z8.

I also need to confirm your phone number in case we have any questions about the interview. **[CATI: DISPLAY RPHONE]**

INTERVIEWER: READ THE PHONE NUMBER. Is this correct?

- 1 YES (**GO TO Z10**)
- 2 NO (**GO TO Z9**)
- 3 REFUSED (**GO TO Z11**)

CATI: PROVIDE TEXT BOX FOR ENTRY OF CORRECTED PHONE NUMBER. DISPLAY ORIGINAL PHONE NUMBER FOR COMPARISON PURPOSES

Z9.

INTERVIEWER: ENTER CORRECTED PHONE NUMBER. READ BACK TO R TO CONFIRM.

Z10.

Is this a home, work, or cell phone number?

- 1 HOME
- 2 WORK
- 3 CELL
- 4 REFUSED

Z11.

This study will be going on for a few more years. We are interested in learning what helps people improve their circumstances and what gets in the way of making that happen. We may need to contact you again in the future. If you happen to move between now and then, it would help if we could gather some additional information about how to contact you.

**CATI: If Z8=3, GO TO Z16,
IF Z8 ≠ 3, GO TO Z12.**

Z12. Is there an additional phone number or cell phone we could reach you at?

- 1 YES (**GO TO Z13**)
- 2 NO
- 3 REFUSED (**GO TO Z15**)

CATI: IF Z12 = 2 AND Z10 = 3 (No additional phone # and 1st # is cell phone), GO TO Z15; IF Z12 = 2 AND Z10 ≠3, GO TO Z16.

Z13.

CATI: PROVIDE TEXT BOX FOR ENTRY OF SECOND PHONE NUMBER

INTERVIEWER: ENTER PHONE NUMBER. READ BACK TO R TO CONFIRM.

Z14.

Is this a home, work, or cell phone number?

- 1 HOME
- 2 WORK
- 3 CELL
- 4 REFUSED

Z15.

**CATI: IF Z10 = 3 OR Z14 = 3, ASK,
IF Z10 ≠ 3 AND Z14 ≠ 3, GO TO Z16.**

In the future, may we call or send a text message to the cell phone number you provided?

- 1 YES
- 2 NO
- 3 REFUSED

Z16.

Is there an e-mail address you could provide?

- 1 YES (**GO TO Z17**)
- 2 NO (**GO TO Z18**)
- 3 REFUSED (**GO TO Z18**)

Z17.

**CATI: PROVIDE TEXT BOX FOR ENTRY OF EMAIL ADDRESS; IF Z17=2 DISPLAY:
“PLEASE CORRECT EMAIL ADDRESS AND CONFIRM WITH RESPONDENT.
ONCE THE EMAIL IS CONFIRMED AS CORRECT, CHOOSE 1 AND CONTINUE.”**

INTERVIEWER: ENTER EMAIL ADDRESS. READ THE EMAIL ADDRESS. Is this correct?

- 1 YES
- 2 NO
- 3 REFUSED

Z18.

We would like to get the name of one or two other people who would probably know where we could reach you. Many people give their mother's or sister's name. Others give the name of a very close friend. Who would be a good person for us to contact if we were trying to find you for an interview in the future?

(PROMPT: "Who else?" AFTER EACH CONTACT).

INTERVIEWER: TRY TO GET THREE REFERENCES. CONTINUE PROMPT UNTIL R INDICATES THERE IS NO ONE ELSE.

CATI: PROVIDE THE SERIES Z19-Z22 FOR UP TO THREE OTHER CONTACTS. PROGRAM SO THAT THESE FIELDS CAN BE LEFT BLANK IF NECESSARY. USE THE LABELING CONVENTION OF "_1", "_2", OR "_3" TO DIFFERENTIATE BETWEEN THE THREE CONTACTS. FOR EXAMPLE, THE FIRST CONTACT NAME WOULD BE "Z19_1".

Z19.

What is their name? Would you spell that for me?

NAME _____

Z20.

And what is their relationship to you?

RELATIONSHIP _____

Z21.

Where would we contact him/her?

STREET
CITY
STATE
ZIPCODE

Z22.

Is there a phone number?

PHONE NUMBER _____

THANKS.

Thank you very much for your time and assistance. You should receive your gift card in about 3 weeks.

If you have any questions about the study or your gift card, you can contact [CONTACT PERSON] at M. Davis and Company, the company in charge of conducting this survey. His/Her toll-free number is []

INTERVIEWER: PRESS NEXT TO END SURVEY.

CATI: RECORD END DATE (SECTZEDDT) AND TIME (SECZEDTM)

CATI: CALCULATE SECTION TIMES