Grantee Interview Guide
The goal of these interviews is to collect information regarding grantees' experiences with the OWH College Sexual Assault Policy and Prevention Initiative. Questions in this discussion guide include overarching discussion questions with sub-questions to provide details.

Introduction

The goal of this interview is to learn about grantee programmatic and policy development in relation to the College Sexual Assault Policy and Prevention Initiative, funded by the Office on Women's Health. The findings from this interview will inform a final report, developed by NORC at the University of Chicago, detailing major accomplishments from the initiative, any problems encountered, and lessons learned. This interview is not evaluating you or the success of your project activities, but rather to inform OWH's future programs and prevention initiatives, and to help other organizations and campuses learn from your experience as they pursue similar goals.

Background and Context

1. First, can you tell me about your role, and in your role how you are related to the CSAPP initiative?
2. Were there any critical/sentinel local events that might have affected the project or student populations within your network? (*e.g., a change in key leaders/champions; a change in other funding; media coverage of sexual assault*)

Campus Partnerships and TAG

We'd like to ask about your **formal campus partnerships** and the process of forming your **Technical Advisory Group (TAG)**.

3. Can you describe your partnership structure?
   a. PROMPTS: *Did you use campus liaisons? Were these a consortium of campuses?*
4. Can you tell me about the process you undertook to obtain and maintain Memoranda of Understanding (MOUs) from the campus partners?
   a. PROMPTS: *What strategies or approaches worked well? Did you encounter any challenges? If yes, what were some of the strategies that were used to could be used to overcome these challenges?*

5. How did you maintain your campus partnerships over the span of the CSAPP Initiative?
   a. PROMPTS: *For example, did you re-visit the partnership expectations annually? What were the lessons learned from maintaining your campus partnerships?*
   b. It appears that you had [some/no] turnover in formal campus partnerships -
      i. [IF NO TURNOVER] To what or to whom do you attribute the durability of these partnerships?
      ii. [IF ANY TURNOVER] Why was the partnership with [insert campus name] dissolved? Are there lessons learned that you would note for others pursuing similar goals?
6. How was your experience communicating with your campus partners?
   a. With whom on campus did you have the most communication? Was your principal contact on each campus serving in the same campus/administrative role, or did their roles on campus vary?

      i. [IF VARIED] How do you interpret the impact and meaning of these different roles filled by your campus points of contact, in terms of supporting the CSAPP project activities?
      ii. [IF NOT] Did you have contact with any other campus representatives and, if so, did you see any lessons learned in connecting with these different roles, for the support of the CSAPP project?
   b. Was there a particular strategy or approach that worked well?
   c. [IF CHALLENGES ARE MENTIONED] What were some of the strategies that were used or could be used to overcome those challenges?
7. Do you have a plan to maintain these formal partnerships once the CSAPP initiative if formally over?
   a. [IF YES] How do you plan on maintaining these partnerships? How feasible do you anticipate it will be to maintain these partnerships post-CSAPP initiative?
   b. [IF NO] Why not? And, do you think the informal relationships with any of the campuses will result in ongoing collaboration?
8. Can you tell me about your experience forming the TAG or encouraging active participation from its members?
   a. What factors facilitated TAG formation and active participation?
   b. [IF CHALLENGES ARE MENTIONED] What were some of the strategies that were used or could be used to overcome any challenges you faced?
   c. It looks like you have had [high/low/some] turnover in TAG membership -- what do you attribute this to?
9. What do you see as the contributions and value of the TAG?
10. Do you have any plans to maintain meetings and/or contact with your TAG after the CSAPP Initiative has formally ended?
    a. [IF YES] What are they? (PROMPTS: *How do you plan on maintaining contact with your TAG? How feasible do you anticipate it will be to maintain the TAG post the CSAPP initiative?*)
    b. [IF NO] Why not?

Organizational Partners

We'd like to ask about your **organizational partnerships**.

11. Of your organizational partners (INSERT RESPONSE FROM QPR SECTION 1B HERE), who was most critical to the success of your initiative? How did they contribute to your project?
12. Can you tell me about the process you undertook to obtain and maintain Memorandum of Understandings (MOUs) with the partner organizations?
    a. PROMPTS: *What strategies or approaches worked well? If you encountered any challenges, what were some of the strategies that were used, or that you now think could be used, to overcome those challenges?*
13. How was your experience communicating with your organizational partners?
    a. Was there a particular strategy or approach that worked well? PROMPTS: *Who was your principal contact/what role? Did you have a regularly scheduled call/meeting or ad hoc connections? Did you have other points of contact beyond this principal contact?*
    b. [IF CHALLENGES ARE MENTIONED] *What were some of the strategies that were used, or that you now think could be used, to overcome those challenges?*
14. Are you planning to maintain these partnerships post-CSAPP initiative?
    a. [IF YES] How do you plan on maintaining these partnerships? PROMPTS: *How feasible do you anticipate it will be to maintain these partnerships post-CSAPP initiative?*
    b. [IF NO] Why not?

Technical Assistance and Support Provided to Campuses

A main requirement of being a grantee of the CSAPP Initiative is to provide Technical Assistance for policy, prevention program, and taskforce development on partner campuses. [HAVE LIST OF POLICIES THAT WERE CHANGED PREPARED FROM SECTIONS 1A AND 3-9 OF CAMPUS QPR]

15. How was your experience trying to change or implement policies on your partner campuses?
    a. Were there any campuses where the process to move policy changes forward was easier? What do you think contributed to the more successful processes? PROMPTS: *Thinking about individual champions, student group involvement, media attention, financial or legal considerations, etc.*
16. [IF CHALLENGES ARE MENTIONED] What were some of the strategies that were used, or that you know think could be used, to overcome those challenges? What makes these changes significant, in your mind?
17. How was your experience assisting with the implementation of prevention programs on your partner campuses?
    a. PROMPTS: *What worked well in terms of your assistance, training, or support to your partner campuses on prevention programming?*
    b. PROMPTS: *How did you help campuses encourage participation in programming? Were there any difficulties you encountered? If so, what were some of the strategies that were used or could be used to overcome those challenges?*
18. In your quarterly progress reports, you noted that your original work plan changed in some of the following ways [HAVE PREPARED LIST FROM SECTION 1C]. Could you elaborate on those changes?
    a. [PROMPT IF GRANTEE DID NOT PURSUE ACTIVITY ORIGINALLY INCLUDED IN WORK PLAN] Why did you choose not to…[INSERT RESPONSE FROM 1C]?
    b. [PROMPT IF THEY EXPANDED UPON THEIR WORK PLAN] What led you to… [INSERT RESPONSE FROM 1C]?

Technical Assistance from OWH

19. Overall, were you happy with the level of support, **technical assistance (TA) and guidance received from OWH**? As a reminder, OWH has provided technical assistance on gender-based approaches, sustainability, and social media programs [INSERT ANY ADDITIONAL TA].
    a. How did you incorporate TA provided by OWH into your activities and programs?
    b. Is there a source of technical assistance that was notably helpful?
    c. Do you have any suggestions on how to improve TA, or were there any areas you wish you would have received TA on?
20. Did you find the documents and resources shared by OWH helpful? For example, resources from the White House Task Force, It's on Us, SharePoint, community among grantees, etc.
    a. What resources were the most helpful?
    b. How did you use the documents and resources shared by OWH?

21. Could you provide more information about how you incorporated the TA that OWH provided regarding **gender-based approaches** into your activities? [HAVE GBA DEFINITION FROM QPR PREPARED]
    a. What was helpful about the way you were asked to classify your approaches and what could have made it easier to classify them? As a reminder, the gender-based domains are Environment, Gender Norms, Power and Decision Making, and Needs, Priorities, and Perspectives.
    b. We'd like to clarify your response to [INSERT RESPONSE FROM QUARTERLY PROGRESS REPORT], could you expand upon how you used a gender-based approach, or how your approach was gender-based?
    c. Did you face any challenges to incorporating gender-based approaches into your activities?
        iii. [IF CHALLENGES ARE MENTIONED] What were some of the solutions that you implemented, or now think could be constructive, to address these challenges?

Next Steps

22. We're interested in understanding what your plans may be for sustaining the CSAPP activities once the project formally ends.
    a. Are there parts of the initiative you are planning on maintaining? What is it about these components, in terms of structural resources, that you think makes it possible to sustain them?
    b. Which components of the CSAPP activities do you see as being difficult to sustain (and why)?

23. Do you have anything else to add that would be important to share to help us understand your story and how your work can be sustained that we can include in our report to OWH?

Thank you for sharing your experiences with us. Please feel free to reach out to us if you have any questions.