

Attachment A. Study Recruitment Procedures

Recruitment

Assuming an online testing administration that reflects current COVID-19 pandemic conditions, RTI will follow the recruitment strategy detailed below. Because the majority of interviews will need to take place via video-interviewing from the families' and interviewers' respective homes, online recruitment at a national level will be used to identify eligible families. The mechanisms to identify families for the data collection efforts will include Mechanical Turk, which is an online workforce consisting of hundreds of thousands of adults, as well as advertisements placed in Craigslist, Facebook, Instagram, and Reddit (see recruitment flyer in Attachment B). RTI has used these mechanisms to efficiently and inexpensively reach out to large numbers of potentially eligible respondents in the United States and direct them to an online screener form for recruitment to participate in cognitive interviews in several previous BJS studies.¹ In addition, limited community-based recruitment efforts will be pursued to reach parents of children in the target age range, such as posting flyers at pharmacies and ethnic grocery stores. Further, snowball sampling will be employed on an as-needed basis. This array of recruitment strategies is intended achieve diversity in demographic characteristics across respondents and to reflect the NCVS sample as closely as possible.

For the Mechanical Turk recruitment mechanism, RTI will post a Mechanical Turk Human Intelligence Task (HIT), which is similar to posting an ad in other online forums, such as Craigslist, except only available for a targeted audience to view.² For the Craigslist, Facebook, Instagram, and Reddit recruitment mechanisms, RTI will submit an advertisement to be posted. All recruitment mechanisms will direct interested respondents to an online screening form (Attachment C), which will provide more detailed information about the study, ask whether the adult is the parent of any children between the ages of 12 and 17, ask a few demographic questions about the children, and document whether each child has experienced criminal victimization in the past 12 months. Those who are eligible and interested in participating in the cognitive interview or proxy interview field test will be invited to provide RTI their contact information to find out more about the study.

¹ RTI has used this mechanism for several previous BJS testing efforts. For example, the *Campus Climate Survey Validation Study* used Mechanical Turk and Craigslist to recruit college students for a web-based cognitive interview, the *NCVS Supplemental Fraud Survey* used Mechanical Turk to recruit adult participants for a pretesting activity, and previous cognitive interviews conducted as part of the NCVS redesign efforts used Mechanical Turk to identify parents of children aged 12-17 to participate with their child in cognitive interviews.

² Mechanical Turk workers will be paid a nominal amount of money (\$0.10) for viewing the HIT.



Youth Needed! (12-17 year olds)

RTI International, a non-profit research company, is working with the U.S. Bureau of Justice Statistics to conduct research on the National Crime Victimization Survey (NCVS).

We are looking for youth ages 12-17 to participate in a **45-minute video interview** about their experiences with different types of crimes. For each youth in the study, a parent or legal guardian may also be invited to be interviewed separately. Each participant who completes the interview will receive a **\$40** Amazon.com gift card.

Interviews are private and confidential.

For more information and to complete a screener to see if your family might be eligible, go here: [LINK]

Attachment C. Screening Survey

RTI International, a non-profit research company, is working with the U.S. Bureau of Justice Statistics to conduct research on the National Crime Victimization Survey (NCVS).

We are looking for youth ages 12-17 who might be interested in participating in a secure video interview (done from the child's home or other private location of their choice) about their experiences with different types of crimes (even if they have not experienced any crimes). [FOR COGNITIVE INTERVIEW RECRUITMENT, FILL: In addition, the interview will cover how your child is understanding the survey questions and your child's opinions about the questions. This will help us learn whether the questions make sense to youth and are easy to answer, and make improvements to the questions so that that all youth understand the questions in the same way.]

[FOR COGNITIVE INTERVIEW RECRUITMENT, FILL: We would also like to separately interview a select number of parents or legal guardians.] [FOR PROXY INTERVIEW RECRUITMENT, FILL: For each youth in the study, a parent or legal guardian will also be interviewed separately.] We will be doing interviews with [FOR COGNITIVE INTERVIEW RECRUITMENT, FILL: about 130 youth and 80 parents; FOR PROXY INTERVIEW RECRUITMENT, FILL: about 200 youth and parent pairs] around the country. A professional RTI interviewer will interview the youth and parent separately via a secure video interview that will take about **45 minutes**.

Youth and parents who participate in the interview will receive a **\$40 Amazon.com gift card** to help cover costs associated with data and internet usage during the interview.

The interviews are private and confidential. They will be done using a secure, encrypted videoconferencing platform with security features in place to keep the interview completely private.

- The **youth interviews** will cover topics such as how safe youth perceive their community to be, their perceptions of the police, and whether or not they have experienced different types of crimes over the past 12 months, including having something stolen, being physically attacked or threatened, and experiencing unwanted sexual contact. Questions also cover details about these experiences (like when and where they happened) and how they affected the youth (like injuries or emotional harm). Some of the questions, such as those about sexual behaviors, use detailed language and cover topics and concepts that might make your child somewhat uncomfortable. The goal of this wording is only to ensure that the Bureau of Justice Statistics can collect accurate data by making sure people who respond to the survey are clear about what is being asked. If your child decides to participate, your child can skip any question and can stop the interview at any time.
- The **parent interviews** will cover one of two different topics. Some parents will be asked about their child's experiences with crimes, including the same types of questions that their child will be asked. Other parents will be asked about how they would make decisions about allowing their child to participate in a national crime survey, and what factors might make them more or less likely to allow their child to participate.

If you are the parent or guardian of a 12-17 year old and think that you and your child might be interested in participating in these video interviews, please click NEXT and complete this short survey.

1. Below, please list the *first* name of each child age 12-17 that you think might be willing to participate in this study:

Child 1: First Name _____

Child 2: First Name _____

Child 3: First Name _____

Child 4: First Name _____

Child 5: First Name _____

[Create: CHILD1_NAME, CHILD2_NAME, CHILD3_NAME, CHILD4_NAME, CHILD5_NAME, from responses. If no children listed, go to ineligible.]

2. During the last 12 months, did any of the following happen to any of the children you listed? Your answers to these questions will not affect whether your family is eligible, so please answer honestly. *Mark all that apply.*

[Only provide rows for each child listed in Q1]

During the last 12 months...	a. Someone stole or tried to steal something from this child.	b. Someone attacked or tried to physically attack this child.	c. Someone had unwanted sexual contact with this child.	d. None of these things happened to this child.
[CHILD1_NAME]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
[CHILD2_NAME]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
[CHILD3_NAME]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
[CHILD4_NAME]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
[CHILD5_NAME]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[ENDORSED=1, BLANK=0]

[For each child listed here, loop 3a-3d.

For 3a-3d, loop and fill CHILD1_NAME, CHILD2_NAME, CHILD3_NAME, etc. for each child.]

3a_1. What is [CHILD1_NAME]'s current age?

1. Younger than 12
2. 12
3. 13
4. 14
5. 15
6. 16
7. 17
8. Older than 17

[If 3a=1 or 8 or blank, go to next child. If no more children, go to 4. If no information is provided for any children, go to ineligible.]

3b_1. What is [CHILD1_NAME]'s gender?

1. Male
2. Female
3. Don't know

3c_1. Is [CHILD1_NAME] of Hispanic, Latino, or Spanish origin?

1. Yes
2. No

3d_1. What is [CHILD1_NAME]'s race? *Mark all that apply.*

1. White
2. Black or African American
3. Asian
4. Native Hawaiian or other Pacific Islander
5. American Indian or Alaska Native
6. Other

4. How many adults over the age of 18 have lived in your household in the past 12 months?
[drop down box –10]

5. Thinking about all of the people who lived in your household in the past 12 months, which category represents the TOTAL combined income? This includes money from jobs, net income from business, farm or rent, pensions, dividends, interest, Social Security payments, and any other money income received by the people in this household who are 14 years of age or older.

1. Less than \$30,000
2. \$30,000 or more

The final questions are about the technology available for the video interview.

6a. Does your family have access to a device that has both audio and video capabilities, such as a smart phone, desktop, laptop, or tablet?

1. Yes
2. No ([GO TO INELIGIBLE](#))

6b. Can you access the internet on at least one of these devices?

1. Yes
2. No ([GO TO INELIGIBLE](#))

6c. Is there a private space(s) in your home where the device(s) can be used for a 45-minute video interview?

1. Yes ([GO TO ELIGIBLE](#))
2. No ([GO TO INELIGIBLE](#))

INELIGIBLE. *Based on the information you provided, it does not look like your family will be able to participate in the video interviews. Thank you very much for your interest!*

ELIGIBLE. *Thank you! If your family is eligible, an RTI recruiter will contact you via e-mail in the next two weeks to schedule a 15-minute phone call to talk more about the study. Please provide your contact information below so that we can reach you.*

First name _____

Email _____

Phone _____

Attachment D1. Parent Permission for Youth Cognitive Interview

What is the research about?

The Bureau of Justice Statistics (BJS), at the Department of Justice (DOJ) is changing some survey questions for a national crime survey they conduct. BJS has funded RTI, a non-profit research company, to talk to youth about the questions that may be asked in the national survey. We plan to interview up to 130 youth. We would like your permission to interview your child.

What will my child be asked to do?

If you and your child agree, your child will participate in a 45-minute interview with an RTI interviewer. A list of the topics that may be covered in the interview is attached at the end of this form. The interviewer will ask survey questions about your child's feelings about the safety of their community and whether different types of crimes have happened to your child. The questions ask about having something stolen, being physically attacked or threatened, and unwanted sexual contact. Questions also cover details about these experiences (like when and where they happened) and how they affected the youth (like injuries or emotional harm) and attitudes about the police. The interviewer will also talk to your child about how they understand the survey questions and get their reactions and opinions on the questions. This will help us learn whether the questions make sense to youth and are easy to answer, and make improvements to the questions so that all youth understand the questions in the same way. Some of the questions, such as those about sexual behaviors, use detailed language and cover topics and concepts that might make your child somewhat uncomfortable. The goal of this wording is to ensure that the Bureau of Justice Statistics can collect accurate data by making sure people who respond to the survey are clear about what is being asked. If your child decides to participate, your child can skip any question and can stop the interview at any time.

The interview will be done over a video call using a secure, encrypted videoconferencing platform and with security features in place to keep the interview completely private. Your child will participate in the interview in a private location in your home (or other private location of his/her choice) where no one can overhear the interview. With your and your child's permission, we would like to audio record the interview to ensure that we have a complete record as we review participants' responses for our research. At the end of the interview, your child will receive a \$40 gift code for Amazon.com to help cover costs associated with data and internet usage.

Does my child have to take part in this study?

It is entirely up to you whether we ask your child to participate, and then the decision to participate is up to your child. Your child does not have to do the interview. Even if you give your permission, your child can refuse to participate. If your child agrees to do the interview, he/she can stop answering questions at any point. If there is a question that your child does not want to answer or talk about, he/she can skip it.

What are the possible benefits and risks?

There are no known benefits to you or your child. Your child's answers will help us improve the survey questions and therefore potentially the quality and value of this information for the country moving forward.

To the best of our knowledge, your child's participation in the interview has no more risk of harm than he/she would experience in everyday life. However, due to the topics we will cover your child may find some of the questions upsetting and become distressed during or after the interview. We have provided a list of resources at the end of this form for people you or your child can talk to about your child's feelings about the survey questions or any related events. We will also provide the list to your child.

Who will see the information my child gives?

To keep everything private, your child’s name will not be recorded in the interview notes or digital audio recording. Only a study identification number will be used to represent your child. Everything that your child says will be confidential, that is, no one outside the BJS/RTI study team will know what they told us. When we write up the study findings, your child’s answers will be combined with those from other youth taking part in the study. Your child will not be identified in any published or presented materials. Your contact information and the digital recording will be destroyed at the end of the study.

What if I have questions?

Before you decide whether or not to allow your child to participate in the study, please ask any questions that come to mind. Later, if you have questions about the study, you can contact Christine Lindquist (the lead researcher) at 919-485-5706. If you have any questions about your child’s rights as a research participant, contact the RTI Office of Research Protection at 1-866-214-2043.

Research Participant Statement and Signature

Please indicate your choice of the options below. I will record your choice and sign the form.

- Yes**, I give my permission for an RTI interviewer to ask [Child’s name] whether he/she would like to be interviewed and **agree** that the interview can be audio recorded.
- Yes**, I give my permission for an RTI interviewer to ask [Child’s name] whether he/she would like to be interviewed but **do not** want the interview to be audio recorded.
- No**, I **do not** give permission for an RTI interviewer to talk with my child.

[FOR THE RECRUITER TO COMPLETE] I have explained this study to and answered questions of the parent whose study id number is at the top of this form. The box checked above reflects the parent’s selection.

Signature of Research Team Member Obtaining Parent Permission

Date

Printed Name of Research Team Member Obtaining Parent Permission

[FOR THE RECRUITER TO ASK AFTER DOCUMENTING THE PARENT’S DECISION] So that we can better understand how parents make decisions about whether to participate in a study like this, what are the main reasons you [gave permission for your child to participate in this study/would rather your child not participate in this study]?

Attachment D2. Youth Assent for Youth Cognitive Interview

Why are we doing this research study?

RTI, a non-profit research company, is doing a research study to figure out whether some new survey questions sponsored by a government agency called the Bureau of Justice Statistics (BJS) at the Department of Justice (DOJ) make sense to youth. We are interviewing up to 130 youth around the country to ask about the questions.

Why are you being asked to be in this research study?

You are being invited to do the interview because your parent or guardian learned about the study and agreed to let us talk to you about doing the interview. It is up to you to decide if you want to do the interview.

What will happen during this study?

If you decide to do the study, I will interview you over a video call for about 45 minutes. I will ask that you take the video call in a private location in your home (or other private location of your choice), where no one can overhear you talking. I will also ask that you use earphones, if you have them, and keep the camera turned on.

During the interview, I will ask you questions about whether

- you have had something stolen from you
- someone has physically attacked you or tried to physically attack you, and
- someone had sexual contact with you that you did not want to happen.

If you have had any of these experiences, I will also ask you questions like when and where they happened, what you did, and how you felt. You may also get questions about how you feel about the police and how safe your community is. A list of the topics that may be covered in the interview is attached at the end of this form.

As part of the interview, I will also talk to you about what you think about the survey questions. This is to help us make improvements to the questions so that that all youth understand the questions in the same way.

[IF PARENT CONSENTED TO DIGITAL AUDIO RECORDING] I would like to audio record the interview to make sure we have a complete record as we review participants' responses for our research. If you agree, your name will not be mentioned and the recording will not be connected to you in any way. But that decision is completely up to you.

What might happen because of this study?

There are no direct benefits to you from being in this research study. Your responses will help improve these important survey questions and therefore potentially the quality and value of this information for the country moving forward.

Some of the interview questions might make you feel upset or sad. Other questions, such as those about sexual behaviors, use detailed language and cover topics and concepts that might make you uncomfortable. The goal of this wording is to ensure that BJS is collecting accurate data by making sure people who respond to the survey are clear about what is being asked. We will give you and your parent or guardian a list of places for people that you could talk to about your feelings if anything in the survey happens to upset you. Also, during the interview I will check on you to make sure you are doing okay. We can skip any question you do not want to answer and you can stop the interview at any time. No one will be upset with you if you do this.

Who will be told the things we learn about you in this study?

Your name will not be in any report of the results of this study and your responses will not be connected with you. Everything that you say will be confidential, that is, we are not allowed to tell your parents or anyone outside of the study team how you answered any questions.

Will you get any money for being in this research study?

You will receive a \$40 gift code to Amazon.com for being in this study to help cover costs associated with data and internet usage.

Who should you ask if you have any questions?

If you have questions you should ask us. Later, if you or your parents have other questions, you can call Christine Lindquist (the lead researcher) at 919-485-5706. If you or your parents have any questions about your rights as a research participant, contact the RTI Office of Research Protection at 1-866-214-2043.

What if you do not want to be in this study?

Your parent has given us permission for you to be in this study, but you do not have to be in this study if you do not want to. The choice is completely up to you.

What if you change your mind?

You may stop being in the study at any time. If you want to stop, just tell me and we will stop the interview and recording (if you agree to recording) right away. If you decide to stop, no one will be angry or upset with you. Also, you can ask questions at any time during the interview.

Documentation of Decision

Do you have any questions for me about the study or anything that we have just talked about?

Please let me know which box best matches your decision:

- I agree to do the interview and it is **OK** to make a digital audio recording of it.
- I agree to do the interview but it is **not OK** to make a digital audio recording of it.
- I do not want to do the study.

[FOR THE INTERVIEWER TO COMPLETE] I have explained this study to and answered questions of the child whose study id number is at the top of this form. The box checked above reflects the child’s selection.

Signature of Research Team Member Obtaining Assent

Date

Printed Name of Research Team Member Obtaining Assent

[FOR THE INTERVIEWER TO ASK AFTER DOCUMENTING THE YOUTH’S DECISION] So that we can better understand how youth make decisions about whether to participate in a study like this, what are the main reasons you [decided to participate in this study/would rather not participate in this study]?

Attachment D3. Parent Consent for Parent Cognitive Interview

What is the research about?

RTI is conducting a research study that involves interviewing youth and parents about a national crime survey conducted by the Bureau of Justice Statistics (BJS), at the Department of Justice (DOJ). As part of the study, we are interviewing up to 80 parents about their decision-making process for allowing their child to participate in interviews.

What will I be asked to do?

If you agree, you will participate in a 45-minute interview over a video call with an RTI interviewer. With your permission, we would like to audio record the interview to ensure that we have a complete record as we review participants' responses for our research. The interview will ask questions about how you would make decisions about allowing your child to participate in a crime survey. The interviewer may also show you—by e-mail or screen sharing during the interview—some draft recruitment brochures and ask you what you think about them and how they might influence your decision to allow your child to participate in the survey. You will receive a \$40 gift code to Amazon.com upon completion of the interview to help cover costs associated with data and internet usage.

What are the possible benefits and risks?

There are no known benefits to you for taking part in the interview, but your participation will help BJS better understand how to involve children in its national crime study. To the best of our knowledge, completing the interview will have no more risk of harm than you would experience in everyday life.

Do I have to take part in this study?

Participating in the interview is completely voluntary. It is entirely up to you whether you participate in the interview and it will not affect your child's interview in any way.

Who will see the information I provide?

The information you share in the interview and the digital audio recording will be confidential, that is, no one outside the BJS/RTI study team will know what you told us. The interview does not ask for any personally identifying information about you. When we write up the study findings, your information will be combined with information from other people taking part in the study. You will not be identified in any published or presented materials. Your contact information and the digital audio recording will be destroyed at the end of the study.

What if I have questions?

If you have any questions about the study, you can contact Christine Lindquist (the lead researcher) at 919-485-5706. If you have any questions about your rights as a research participant, contact the RTI Office of Research Protection at 1-866-214-2043.

Attachment D4. Parent Permission for Youth Proxy Interview

What is the research about?

The Bureau of Justice Statistics (BJS) at the Department of Justice (DOJ) conducts a national crime survey in the U.S. In this survey, adults and youth in selected households are asked about their experiences with different types of crime. To help figure out whether adults can accurately answer questions about their child's experiences, BJS has funded RTI to interview up to 100 parent-child pairs about the child's experiences as a victim of crime. We would like your permission to interview you and your child.

What will my child and I be asked to do?

If you and your child agree, you will each do a separate 45-minute video interview with an RTI interviewer. The interview will be done using a secure, encrypted videoconferencing platform and with security features in place to keep the interview completely private. You and your child will each be interviewed separately, in private locations in your home (or another location) where no one else can hear your answers. A list of the topics that may be covered in the interviews is attached at the end of this form. The interviewer will ask you and your child questions about whether different types of crimes have happened to your child in the past 12 months. The questions ask about having something stolen, being physically attacked or threatened, and unwanted sexual contact. Questions also cover details about these experiences (like when and where they happened) and how they affected the child (like injuries or emotional harm). At the end of the interview, the interviewer will also ask you and your child how confident you felt in providing your answers.

Some of the questions, including those about sexual behaviors, use detailed language and cover topics and concepts that might make your child somewhat uncomfortable. The goal of this wording is to ensure that the Bureau of Justice Statistics can collect accurate data by making sure people who respond to the survey are clear about what is being asked. If you and your child decide to participate, you can skip any question and can stop the interview at any time.

With your and your child's permission, we would like to audio record the interviews to ensure that we have a complete record as we review participants' responses for our research. At the end of the interview, you and your child will each receive a \$40 gift code to Amazon.com to help cover costs associated with data and internet usage.

Do my child and I have to take part in this study?

It is entirely up to you whether you want to participate and whether we ask your child to participate. If you provide permission for us to ask your child to participate in the child's interview, your child's decision will be completely up to him/her. Your child does not have to do the interview. Even if you give your permission, your child can refuse to participate. If this happens, we will still conduct a parent interview with you if you agree. During the interview, you or your child can stop answering questions at any point. If there is a question that you or your child do not want to answer or talk about, you or your child can skip it.

What are the possible benefits and risks?

There are no known benefits to you or your child. By participating in this study, you and your child will help us figure out whether adults can accurately answer questions about their child's experiences.

To the best of our knowledge, your and your child's participation in the interview has no more risk of harm than you would experience in everyday life. However, due to the topics we will cover, you or your child may find some of the questions upsetting and become distressed during or after the interview. We have provided a

list of resources at the end of this form for people you or your child can talk to about your feelings about the survey questions or any related events. We will also provide the list to your child.

Who will see the information my child and I give?

To keep everything private, neither your name nor your child’s name will be recorded in the interview notes or digital audio recording from the interview. Only a study identification number will be used to represent you and your child. Everything that your child says will be confidential, that is, no one outside the BJS/RTI study team will know what they told us. When we write up the study findings, your and your child’s answers will be combined with those from other families taking part in the study. You and your child will not be identified in any published or presented materials. Your contact information and the digital recording will be destroyed at the end of the study.

What if I have questions?

Before you decide whether or not to participant and to allow your child to participate in the study, please ask any questions that come to mind. Later, if you have questions about the study, you can contact Christine Lindquist (the lead researcher) at 919-485-5706. If you have any questions about your child’s rights as a research participant, contact the RTI Office of Research Protection at 1-866-214-2043.

Research Participant Statement and Signature: Parent Interview

Please indicate your choice of the options below for the parent interview. I will record your choice and sign the form.

- Yes**, I would like to be interviewed and **agree** that the interview can be audio recorded.
- Yes**, I would like to be interviewed but **do not** want the interview to be audio recorded.
- No**, I **do not** want to be interviewed.

[FOR THE RECRUITER TO COMPLETE] I have explained this study to and answered questions of the parent whose study id number is at the top of this form. The box checked above reflects the parent’s selection.

Research Participant Statement and Signature: Child Interview

Please indicate your choice of the options below for your child’s interview. I will record your choice and sign the form.

- Yes**, I give my permission for an RTI interviewer to ask [Child’s name] whether he/she would like to be interviewed and **agree** that the interview can be audio recorded.
- Yes**, I give my permission for an RTI interviewer to ask [Child’s name] whether he/she would like to be interviewed but **do not** want the interview to be audio recorded.
- No**, I **do not** give permission for an RTI interviewer to talk with my child.

[FOR THE RECRUITER TO COMPLETE] I have explained this study to and answered questions of the parent whose study id number is at the top of this form. The box checked above reflects the parent's selection.

Signature of Research Team Member Obtaining Parent Permission

Date

Printed Name of Research Team Member Obtaining Parent Permission

[FOR THE RECRUITER TO ASK AFTER DOCUMENTING THE PARENT'S DECISION] So that we can better understand how parents make decisions about whether to participate in a study like this, what are the main reasons you [gave permission for your child to participate in this study/would rather your child not participate in this study]?

Attachment D5. Youth Assent for Youth Proxy Interview

Why are we doing this research study?

RTI is doing a research study to figure out if parents can accurately answer questions about their child's experiences with crime and victimization. We are interviewing up to 100 youth and their parents around the country. The interviews will ask about the child's experiences with crime and victimization. The study is sponsored by a government agency called the Bureau of Justice Statistics (BJS) at the Department of Justice (DOJ).

Why are you being asked to be in this research study?

You are being invited to do the interview because your parent or guardian learned about the study and agreed to let us talk to you about doing the interview. It is up to you to decide if you want to do the interview.

What will happen during this study?

If you decide to do the study, I will interview you over a video call for about 45 minutes. The interview will be done using a secure, encrypted videoconferencing platform and with security features in place to keep the interview completely private. I will ask that you take the video call in a private location in your home (or other private location of your choice), where no one can overhear you talking. I will also ask that you use earphones, if you have them, and keep the camera turned on.

During this time, I will ask you questions about whether

- you have had something stolen from you
- someone has physically attacked you or tried to physically attack you, and
- someone had sexual contact with you that you did not want to happen.

If you have had any of these experiences, I will also ask you questions like when and where they happened, what you did, and how you felt. As part of the interview, I will also talk to you about some of the responses you give and whether you think your parent knows about things that have happened to you. A list of the topics that may be covered in the interview is attached at the end of this form

[IF PARENT CONSENTED TO DIGITAL AUDIO RECORDING] I would like to audio-record the interview to make sure we have a complete record as we review participants' responses for our research. If you agree, your name will not be mentioned and the recording will not be connected to you in any way. But that decision is completely up to you.

What might happen because of this study?

There are no direct benefits to you from being in this research study. Your responses will help us figure out whether parents can accurately answer questions about their child's experiences with crime and victimization.

Some of the interview questions might make you feel upset or sad. Other questions, such as those about sexual behaviors, use detailed language and cover topics and concepts that might make you uncomfortable. The goal of this wording is to ensure that BJS is collecting accurate data by making sure people who respond to the survey are clear about what is being asked. We will give you and your parent or guardian a list of places for people that you could talk to about your feelings if anything in the survey happens to upset you. Also, during the interview I will check on you to make sure you are doing okay. We can skip any question you do not want to answer and you can stop the interview at any time. No one will be upset with you if you do this.

Who will be told the things we learn about you in this study?

Your name will not be in any report of the results of this study and your responses will not be connected with you. Everything that you say will be confidential, that is, we are not allowed to tell your parents or anyone outside of the study team how you answered any questions.

Will you get any money for being in this research study?

You will receive a \$40 gift card to Amazon.com for being in this study to help cover costs associated with data and internet usage.

Who should you ask if you have any questions?

If you have questions you should ask us. Later, if you or your parents have other questions, you can call Christine Lindquist (the lead researcher) at 919-485-5706. If you or your parents have any questions about your rights as a research participant, contact the RTI Office of Research Protection at 1-866-214-2043.

What if you do not want to be in this study?

Your parent has given us permission for you to be in this study, but you do not have to be in this study if you do not want to. The choice is completely up to you.

What if you change your mind?

You may stop being in the study at any time. If you want to stop, just tell me and we will stop the interview right away. If you decide to stop, no one will be angry or upset with you. Also, you can ask questions at any time during the interview.

Documentation of Decision

Do you have any questions for me about the study or anything that we have just talked about?

Please let me know which box best matches your decision:

- I agree to do the interview and it is **OK** to make a digital audio recording of it.
- I agree to do the interview but it is **not OK** to make a digital audio recording of it.
- I do not want to do the study.

[FOR THE INTERVIEWER TO COMPLETE] I have explained this study to and answered questions of the child whose study id number is at the top of this form. The box checked above reflects the child's selection.

Signature of Research Team Member Obtaining Assent

Date

Printed Name of Research Team Member Obtaining Assent

[FOR THE INTERVIEWER TO ASK AFTER DOCUMENTING THE YOUTH'S DECISION] So that we can better understand how youth make decisions about whether to participate in a study like this, what are the main reasons you [decided to participate in this study/would rather not participate in this study]?

National Resources for Youth

Counseling Hotlines:

National Child Abuse Hotline

National hotline for child abuse

Telephone: 1-800-422-4453

<https://www.childhelp.org/>

The National Domestic Violence Hotline

National hotline for domestic violence

Telephone: 1-800-799-7233

www.thehotline.org

The National Suicide Prevention Lifeline

National hotline for suicide prevention

Telephone: 1-800-273-8255

<https://suicidepreventionlifeline.org/>

The National Sex Assault Hotline

National hotline for sexual assault

Telephone: 1-800-656-4673

www.rainn.org

LGBT National Youth Talkline

National hotline for LGBT youth

Telephone: 1-800-246-7743

<https://www.glbthotline.org/youth-talkline.html>

loveisrespect

Peer counseling for teen dating violence

Telephone: 1-866-331-9474

<https://www.loveisrespect.org/for-yourself/>

Boys Town National Hotline

Counseling and referral services for at-risk kids

Telephone: 1-800-448-3000

<http://www.boystown.org/hotline/Pages/default.aspx>

The Trevor Project

Crisis intervention and suicide prevention hotline for LGBTQ youth.

Telephone: 1-866-488-7386

<http://www.thetrevorproject>

Other Crime Victim Resources:

The National Center for Victims of Crime

Crime victim resource and advocacy organization

Telephone: 1-855-484-2846

www.victimsofcrime.org

U.S. Resource Map of Crime Victim Services & Information

Interactive map listing victim assistance and resources by location

<https://www.ovc.gov/map.html>

Victim Connect Resource Center

Crime victim referral helpline

Telephone: 1-855-484-2846

<http://victimconnect.org/>

StopBullying.gov

Resource center for bullying

<https://www.stopbullying.gov/>

Note: RTI International cannot guarantee the confidentiality of interactions with these agencies and organizations. Some employees of these agencies and organizations may be required by law to report suspected crimes, such as child abuse or neglect, to the authorities.

NCVS Interview Topics

Note: youth will be asked questions from Sections 1, 2, and either 3a or 3b, depending on their responses

1. Demographics

- Age
- Household composition (# of adults, minors in household)
- Housing type
- Time at current address
- Employment status

2. Crimes experienced within the past 12 months

- Theft (having something stolen)
- Attempted theft
- Physical attack (or use of physical force)
- Threatened physical attack
- Unwanted sexual contact (touching of sexual body parts, sexual penetration)
- Attempted unwanted sexual contact

3a. For youth who experienced any crime: Detailed questions about the most serious crime

- Month and location of incident
- Weapons used
- Use of victim services
- Victim-offender relationship
- Offender characteristics
- Self-protection during incident
- Police involvement
- Whether incident was a hate crime
- Socioemotional consequences
- Economic consequences

*Additional questions for **theft** incidents:*

- Specific items stolen
- Whether break-in was involved

*Additional questions for **physical attack** incidents:*

- Type of physical force or threats used (e.g., hitting, choking)
- Injuries
- Medical care
- Healthcare expenses

*Additional questions for **unwanted sexual contact** incidents:*

- Specific type of sexual contact (e.g., oral, anal, vaginal)
- Tactics used by offender
- Injuries
- Medical care
- Healthcare expenses

3b. For youth who did not experience crime

- Police contact (past 12 months)
- Perceptions of police
- Perceptions of community safety
- Additional demographic questions:
 - Type of employment
 - Disability status, health-related limitations
 - Ethnicity
 - Race
 - Marital status
 - Citizenship

Attachment F. Parent Cognitive Interview Guide

During this interview I will be asking you some questions about your decision making process regarding whether or not to allow your child to participate in a national crime study. I may also show you some potential recruitment materials and ask you some questions about them.

These questions ask about whether you would allow your child and any other children in your household who are between the ages of 12 and 17 to participate in a national crime survey that is already being conducted by the government. So, I am asking you to think about a hypothetical decision you might make, not an actual one.

I'd like to give you some background about the national crime survey, so that you understand the questions that I will be asking. The survey is called the National Crime Victimization Survey and it is the one of the nation's primary sources of crime statistics in the United States, especially crime that does not get reported to police. It is an ongoing study, where a certain number of addresses are randomly selected for the survey. A lead letter is mailed to the address, and then a field representative from the U.S. Census Bureau contacts the household. If the household is willing to participate, the field representative first interviews an adult in the home who is the most knowledgeable household member. This household member then lists all of the other household members who are 12 or older. Each of these household members are then asked to do the survey. For each person, the survey asks about crimes they have experienced in the past 6 months, including theft, burglary, motor vehicle theft, robbery, assault, and rape. If an individual has experienced a crime, they are asked detailed information about that experience. The survey also asks about perceptions of community safety and attitudes toward the police. The household is asked to participate in this survey every 6 months for 3 years, for a total of 7 interviews. The interviews take about 25 minutes on average, but the length varies depending on participants' experiences with crime. Some of the interviews are done over the phone, especially follow-up interviews.

Now I'd like to ask some questions about how you think you would respond if your household was selected.

1. As I noted earlier, the first contact to the selected households is a lead letter sent from the Census Bureau. [BE PREPARED TO EXPLAIN WHAT WOULD BE IN THIS LETTER/WHAT THE ENVELOPE WOULD LOOK LIKE; COULD SHOW VIA SCREEN SHARING IF NEEDED.] How likely do you think it is that you would open such a letter, if it came to your address?
 - a. (if not likely) Why not?
 - b. (if likely) How closely do you think you would read it? Included in the envelope would be a Q&A document and a factsheet brochure. How closely do you think you would read these materials?

2. The next step for your household would be for you to be contacted by the Census field representative about participating in the study. If they were to reach you by phone, do you think you would be willing to talk to them? If they were to stop by your household in person, do you think you would be willing to talk to them?
 - a. Do you think you would feel comfortable asking the field representative questions about the study? Do you know what types of questions you might have at this point?
3. If you spoke with them, they would try to set up a time to interview you and the rest of your household members in-person. Do you think you would consult with anyone else in your household about the decision to proceed or do you think you would be the one making the decision?
 - a. Do you think you would agree to have your household participate in the study?
 - b. Why do you think you would make this decision?
4. Let's assume that you did agree for your household to participate in the study. In this situation, you or another adult would be interviewed first. During your interview, you would be asked to tell the field representative the names of everyone in your home who is 12 years old or older. After you finish your interview, the field representative would then ask to interview the other household members. Thinking about the children in your household, do you think you would allow all of your children between the ages of 12 and 17 to be interviewed?
 - a. Let's talk more about that decision. What do you think the benefits, or good things, would be about letting them participate? What do you think the bad things would be? What concerns would you have? (if multiple children, probe for child-specific reasons, e.g., age, maturity level, other considerations)
 - b. What are the most important factors that would influence your decision?
 - c. I'd like to ask about some specific concerns that you may have.
 - i. How concerned would you be about the time commitment? (NOTE: the time commitment includes the first interview and then an additional interview every 6 months for 3 years, with each interview taking around 25 minutes on average)
 - ii. How concerned would you be about how your child(ren)'s survey data would be kept confidential? (PROBE MORE HERE)
 - iii. How concerned would you be about how your child(ren)'s data would be used?
 - iv. How concerned would you be about the topics potentially being upsetting to your child(ren)?
 - v. How concerned are you about your child(ren) saying something you wouldn't want them to say? (IF NEEDED: Something that might make you or your family look bad?)
 - vi. Can you think of any other concerns that you might have about your child(ren)'s participation?

5. Do you think that if the field representative gave you a brochure with questions and answers about youth involvement in the NCVS study, it might influence your decision? This brochure would explain why it is important for youth to be interviewed and would try to answer common questions that parents might have.
 - a. (IF YES) What information would this brochure need to include? What else would need to make the brochure effective?
 - b. (ASK OF ALL) If a brochure specifically about youth and the NCVS were included with the lead letter that you would have gotten originally, do you think you would read it at that time?
 - c. (ASK OF ALL) Can you think of any other materials besides a brochure, that might be effective in conveying information about the study to parents? (PROBE FOR VIDEO CLIPS, AND WEBSITES)
6. Let's assume that you did your own interview and were willing to let the child(ren) in your household to be interviewed. In this situation, the field representative would probably try to interview all family members who are at home at the time. For interviews with your child(ren) between the ages of 12 and 17, would you feel comfortable with the field representative interviewing the child(ren) in a separate, private location in your home without you there?
 - a. (IF NO) What would be your main concerns? How would you handle the situation (if needed, probe for whether they would ask to be in the same room during the interview)
7. If any of your children were not home when the field representative was there, the representative would need to interview them at a separate time. Would you feel comfortable with the field representative contacting your child(ren) directly to set up the child's interview? (PROBE FOR EACH CHILD)
 - a. (IF NO) What would be your main concerns? Would you ultimately allow the interviewer to contact your child(ren) directly?
 - b. (IF YES) Would you have any concerns about this?
8. Thinking of your all children aged 12-17, do they each have an e-mail address? (probe for each child)
 - a. (IF YES) Do you know how often they check their e-mails? Do you know their e-mail address?
9. Thinking of your children aged 12-17, do they each have a cell phone or any other way to receive texts? (PROBE FOR EACH CHILD)
10. Assuming that you did allow the field representative to contact your child directly, would you feel comfortable providing your child's cell phone number for this purpose? (PROBE FOR EACH CHILD) What about the child's e-mail address? (PROBE FOR EACH CHILD)
 - a. (IF NO TO EITHER) What would be your main concerns? Would you ultimately tell the representative that they cannot contact the child directly? (IF YES) In this

situation, would they need to schedule the interview through you? Can you think of any other ways that the field representative could set up your child's interview?

- b. (IF YES TO EITHER) Would you have any concerns about this? Can you think of any other ways, other than texting or e-mailing, that the field representative could set up your child's interview?
 - c. (ASK OF ALL) Would it make you any more comfortable doing this if the field representative included you on his or her texts or e-mails with your child?
11. Let's assume that your child had a cell phone or e-mail account and that you provided permission for the field representative to contact him/her. If the field representative were to text your child to schedule an interview appointment, do you think your child would respond? If the field representative were to e-mail them, do you think your child would respond?
12. Assuming that the field representative was able to connect with your child(ren) over the phone or in person after texting or e-mailing, do you think your child(ren) would have any questions he/she would want to ask of the field representative?
- a. What are the key questions you think your child(ren) would have about participating?
 - b. (IF ANY) Do you think your child would feel comfortable asking these questions of the field representative?
13. Do you think your child would read a brochure answering common questions and answers for youth participants in the study if it were given to him/her in person? What if it were mailed to him/her? What if it were e-mailed to him/her?
- a. Do you think your child would watch a video with questions and answers for youth participants if a link to the clip were e-mailed or texted to him/her?
 - b. Can you think of other ways that information about the study could be shared effectively with your child(ren)
14. Do you think your child(ren) would agree to be interviewed? (PROBE FOR EACH CHILD)
- a. (IF NO) What do you think your child(ren's) concerns would be? Can you think of anything that would make your child(ren) more likely to agree to participate? What solutions do you think could address these concerns?
 - b. (IF YES) Why do you think your child(ren) would agree to participate? Do you think your child(ren) would have any concerns? What solutions do you think could address these concerns?
15. Do you think your child(ren) would participate if the interview could be done over the telephone? Do you think your child(ren) would participate if the interview could be done via videoconference? Do you think they would participate if they were e-mailed a link to a web-based survey that they could take on their own?
16. In thinking of all of these options, including an in-person interview with a field representative, what type of interview do you think your child would be most likely to participate in: in-person, telephone, video-conference, or web-based survey?

Next, I am going to show you some potential recruitment materials and I would like to get your feedback on them. I will ask you some questions about each thing. Please be completely honest in providing your feedback.

[Present the materials and ask for feedback on each.]

1. What is your overall impression of this [MATERIAL]? What is your impression of the content? What is your impression of the style, formatting, and visual appeal?
2. Is there any important information that you think you would need as a parent to make your decision about whether to participate that you think is not covered here?
3. Is there anything covered in this [material] that raises concerns for you, or makes you not want to allow your child to participate?
4. What do you think could be improved about the [MATERIAL]?

Those are all the questions I had for you. Thank you so much for your helpful feedback!

Attachment G. Privacy Protocol

This document outlines steps that RTI researchers involved in scheduling and conducting cognitive interviews and proxy field test interviews will take to ensure participants' privacy.

Prior to the Interviews

During the introductory telephone call, the recruiter will document that the following privacy requirements are met:

- The participants have access to a private area of their home or other private setting (out of earshot distance of other people) that can be used for the duration of the entire interview. For proxy interviews, the parent and child will each need access to a private area since these will take place at the same time.
- The participants have access to a device with both audio and video capabilities for the parent and child. This could include a laptop, desktop, smartphone, or tablet. For proxy interviews, the family will need to have two devices that can be used at the same time. If a desktop is to be used, it will need to be in a private location.
- The participants either have access to headphones that can be connected to this device, or will be able to participate in the interview in a location (and at an audio volume) in which no one can overhear the interview questions.

If any of these requirements cannot be met, the recruiter will thank the parent for his/her time and explain that we cannot proceed with scheduling the interviews because of the privacy and technological requirements of our study.

Conducting the Interviews

Interviewer Requirements

All interviewers must conduct each interview in a private location in their home, out of earshot of other people.

Maintaining Participant Privacy During the Interview

When the respondent connects to the videoconference, the interviewer will introduce herself to the respondent and confirm the respondent's name. Prior to starting the consent process, the interviewer will also:

- Confirm (visually) that the participant has the camera on their device turned on
- Confirm (visually) that the participant is wearing headphones
- Confirm (visually) and ask the respondent to confirm (verbally) that the respondent is in a private area of his/her home that is out of earshot distance of other people.

- Request that the participant let the interviewer know if anyone interrupts at any point during the duration of the interview or if the participant no longer feels they are in a private setting.

The interview will not proceed unless these conditions are met.

After going over the consent/assent form with the participant and, if the respondent provides permission, turning on the recording function on the videoconferencing platform, the interviewer will then begin the interview.

Throughout the interview, interviewers will look out for the following signs which may suggest the participant is no longer in a private setting:

- The participant turns their head and begins speaking to someone else
- The participant mutes their audio and begins speaking or laughing
- The participant continues to look in different directions of the room
- The participant visually seems distracted
- The participant abruptly lowers the volume of their voice or becomes hesitant to answer questions (this may signal that someone is in earshot distance)

If, at any time, the interviewer suspects that the participant is no longer in a private setting, the interviewer will pause the interview, ask for confirmation that the respondent is still in a private setting, or ask the respondent if he/she needs to take a break from the interview or would like to continue the interview at a different time.

Attachment H. Distressed Respondent Protocol

Throughout the interview, the interviewers will employ a graduated response to detect and attend to respondent distress.

Detecting Distress Early

Two strategies to detect respondent distress will be used.

1. The interviewers will periodically check in on youth respondents' emotional state—regardless of the respondent's outward demeanor--by asking how they are doing with the interview so far and if they are okay. Check-ins are built into the youth instrument at specific sections (i.e., where questions are most sensitive and personal). These check-ins also prompt the interviewer to remind the respondent that they can skip any question if they would rather not answer it or stop the interview at any time.
2. The interviewers will be trained to recognize visible signs of emotional distress (e.g., shakiness in the voice, changes in volume, looking away, changes in demeanor) among all respondents, regardless of age.

Responding to the First Indication of Distress

Based on either strategy (i.e., should a participant answer that they are not okay or the interviewer detect visible signs of emotional distress), once emotional distress is evident, the interviewer will ask the respondent if he/she would like to take a break. Depending on the degree of apparent distress, the interviewer may also suggest skipping to the next module or ending the interview. If ending the interview is suggested by the interviewer, she will say that the respondent has completed enough of the interview to get the \$40 and that no one will be upset if they stop now. The interviewer may also use her own discretion at this point to go ahead and skip to the next module or end the interview. See "Ending the Interview" for additional discussion about how we will handle interviews terminated by the interviewer.

If the decision is made to simply take a break, the interviewer will be prepared to chat about another topic during a short break (and will turn off the audiorecording during the break). Then, before resuming the interview, the interviewer will ask the respondent to please let her know if, at any point once they start the interview again, he/she would like to pause for a break, skip a question, or stop the interview.

Responding to Continued Distress

After the first instance of emotional distress, if the participant continues to show signs of distress (or indicates during the check-in prompts that he/she is not doing okay), the interviewer will end the interview (see "Ending the Interview").

Ending the Interview for Respondents who Have Become Distressed

If the interviewer decides to end an interview due to respondent distress, she will do so in a subtle way with no judgement (e.g., "The information you have given us in this interview has been really helpful and we don't have any more questions for you.") The interviewer will turn

off the audiorecording (if the interview is being recorded) and try to chat about other topics to allow the respondent time to calm down.

The interviewer will also remind the respondent about the national resource list included with the consent form and offer to connect him or her to one (or more) based on the respondent's preference. Because most youth participants will be doing the interview in their own home, the interviewer will also encourage the youth to contact his or her parent [if appropriate] or another supportive adult, such as a clergy member, adult family member, mentor, coach, or therapist.

Responding to Imminent Risk of Harm. Although there is no permissible breach of confidentiality for mandatory reporting purposes, if the situation is an emergency and there is an imminent risk of harm to the child or another person, the cognitive interviewer will contact 911 or other appropriate resource. In addition, if there are serious concerns about the child's imminent safety, the interviewer will contact the Principal Investigator for the study (Lindquist; cell # 919-270-0922) or Task Lead (Cook; cell # 919-452-0843) for guidance on how to proceed.

Documenting Respondent Distress

The interview team will check-in via team meetings on a weekly basis during data collection. Interviewers will discuss incidents of respondent distress, including how the incident was detected, how the incident was handled, and the interviewer's perceptions about which question(s) (or module) appeared to cause the distress.