

Instrument 5: SIRF In-Person Brainstorming Discussion Protocol

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**Strengthening the Implementation of Responsible Fatherhood Programs (SIRF)**

**In-Person, End of Visit Group Discussion Protocol**

*Thank you all for taking time to meet with the SIRF study team. The information we have learned on this visit is invaluable to inform the SIRF study design and priorities, like the importance of focusing on referral partners or engagement strategies [edit examples based on discussions with site].*

*The main purpose of this meeting is to summarize what we have learned on this visit about the challenges that staff and fathers face, and then have a group brainstorming session about how to solve these challenges. This group format will allow each person to build on others' ideas and leverage multiple perspectives.*

*Please know that talking to us is completely voluntary, and you can choose not to answer any question you don't want to answer, or to leave the discussion entirely without any penalty. The discussion will last approximately 1.5 hours. If you complete only part of the discussion, we may use the information you shared before that point to better understand the program.*

*Any information you share will be kept private and will not be used to evaluate you in any way.*

*I'll be taking some notes in order to keep track of what we discussed here today.*

*They'll be stored securely. They will not be shared with anyone outside of the research team.*

*An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB # for this information collection is 0970-0356 and the expiration date is 6/30/2021.*

**Part I:** [Site visitors present summary of challenges learned on the site visit]

*Overarching question:*

- a. Does the summary of challenges accurately reflect the discussions we have had today?
- b. [for fathers] Which challenge (s) have the biggest impact on your ability to receive services at [insert program name]?
- c. [for staff] Which challenge (s) have the biggest impact on [insert program name] on your ability to serve clients well?
- d. Are there any other challenges that belong on this list?

**Part II:** [Brainstorming activity of select challenges]

*Overarching questions:*

- e. What are the ways [insert name of program] can solve [insert challenge 1]? (individual brainstorm and group brainstorm)
- f. What are the ways [insert name of program] can solve [insert challenge 2]? (individual brainstorm and group brainstorm)
- g. What are the ways [insert name of program] can solve [insert challenge 3]? (individual brainstorm and group brainstorm)
- h. What are the ways [insert name of program] can solve [insert challenge 4]? (individual brainstorm and group brainstorm)

**Part III:** [Voting on the best ideas and discussion]. This discussion will include fathers and staff. Certain questions will be targeted to each group.

*Overarching question:*

- i. Which ideas are innovative solutions that are the most likely to solve a problem for fathers who participate in programming at [insert name of program]?
- j. [for fathers] Which ideas are low, medium, or high priority in terms of solutions to support fathers?
- k. [for staff] Of the medium and high priority solutions we just discussed, which ideas are low, medium, or hard in terms of feasibility?
  - a. Probe: how does local context or funding requirements factor into the rating? Are there changes that could impact feasibility?
- l. Have you tried any ideas before? Probe: can you share some insights based on your experience? Are you still using the solution? If it didn't work, why?

NOTE: The Paperwork Reduction Act Statement: This collection of information is voluntary and will be used to gather preliminary information about the fatherhood field and explore with fatherhood programs the research questions that are of interest and the design options that are feasible. Public reporting burden for this collection of information is estimated to average 90 minutes per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to Katie Pahigiannis; Katie.Pahigiannis@acf.hhs.gov, and Kriti Jain; Kriti.Jain@acf.hhs.gov; Attn: OMB-PRA (0970-0356).