

Focus Group Questions

Focus groups will be comprised of grantees representing underserved communities. In the focus groups, we will collect feedback about the NOFO prototypes.

Script:

- Thank you for taking the time to speak with us today. As we mentioned in our email, we are working to simplify grant announcements, so they are easier to understand and so applicants have a better chance to succeed.
- Your feedback will be valuable in informing the redesign of the grant announcement and help ensure it is accessible for future applicants.
- Your candid feedback is important and anything you share with us is anonymous and will not be tied to your name or organization. You don't have to answer any questions you don't feel comfortable answering, and you can end this conversation at any point.
- We also want to compensate you for your time today and would like to pay you \$40.
- Nothing you share with us will impact any current or future application.
- I'm going to start with a round of introductions and the ice breaker question, "If you could wave a magic wand and change one thing about the current grant application process, what would you change?"
- We now have two poll questions we're going to ask one at a time.
 - 1) How much experience do you have applying to federal funding opportunities?
 - o No experience
 - o Limited experience
 - o Intermediate experience
 - o Advanced experience
 - 2) If you have experience with grant announcements how would you rate them in their current state?
 - o Very easy to understand
 - o Easy to understand
 - o Neither easy nor hard to understand
 - o Hard to understand
 - o Very hard to understand
- Let's talk about your response to the second question. What rating did you choose and why?
- I'm going to provide a high level walk through of our first grant announcement prototype.
 - o Facilitator provides high level walk through of grant announcement prototype #1:
ACL

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- Polling question
 - 1) In a few words, how would you rate the design of this grant announcement?
 - o Very easy to read
 - o Easy to read
 - o Neither easy nor hard to read
 - o Hard to read
 - o Very hard to read
- What did you like and why?
- What didn't you like and why?
- Repeat with ACF, CDC, and SAMHSA prototypes
- Thank you so much for your time. If you have any questions, you can email equityingrants@hhs.gov.