

### **Instrument 8 -Non-Grantee Use of nFORM's Program Operations Survey**

SIRF will implement an intervention in one site that is not a federal Responsible Fatherhood grantee. Therefore, we are requesting burden to cover collection of responses to the Program Operations Survey entered into the nFORM, a performance measures data collection system designed for Responsible Fatherhood grantees, by staff in a non-grantee site. This Program Operations Survey is part of the full nFORM information collection request package - Healthy Marriage and Responsible Fatherhood Performance Measures and Additional Data Collection (ICR Ref #[202102-0970-014](#)).

## A. Mass Marketing, Outreach, and Recruitment

**A1. Which of the following types of advertising did you purchase, earn, have donated, or conduct in the current reporting period?**

**SELECT ALL THAT APPLY**

- 1  Newspaper ads or publicity
- 2  TV spots
- 3  Billboards, including those on public transportation or at bus stops (that is, bench ads)
- 4  Radio ads or announcements
- 5  Internet ads
- 6  Social marketing (such as Facebook or Twitter)
- 7  Flyers
- 8  Presentations to external organizations
- 9  Word-of-mouth campaign/outreach by program graduates
- 10  Other

**A2. Which recruitment methods did you use in the current reporting period?**

**SELECT ALL THAT APPLY**

- 1  Phone, mail, or email
- 2  Social media (such as Facebook, blogs, or Instagram)
- 3  Street outreach (recruiting people in person in their neighborhoods or places they frequent)
- 4  Referrals from inside your organization
- 5  Referrals from external organizations
- 6  On-site recruitment at external agencies or events
- 7  Other

**A3. Which agencies and organizations provided referrals in the current reporting period?**

**SELECT ALL THAT APPLY**

- 1  Hospitals, maternity clinics, or doctors' offices
- 2  Schools
- 3  Places of worship or faith-based community centers
- 4  Child support agencies (voluntary enrollment)
- 5  Child support agencies (court ordered to enroll in a program like this)
- 6  Employment assistance centers or one-stops
- 7  Temporary Assistance for Needy Families (TANF) offices
- 8  Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) agencies
- 9  Head Start
- 10  Healthy Start
- 11  Child protective services (voluntary enrollment)
- 12  Child protective services (court ordered to enroll in a program like this)
- 13  Other child welfare agencies (voluntary enrollment)
- 14  Other child welfare agencies (court ordered to enroll in a program like this)
- 15  Probation and parole
- 16  Correctional facilities
- 17  External organizations
- 18  Self-referrals
- 19  Other

**A4. In the current reporting period, did you conduct on-site recruitment for [PROGRAM] in any of the following?**

**SELECT ALL THAT APPLY**

- 1  Hospitals, maternity clinics, or doctors' offices
- 2  Schools
- 3  Places of worship or faith-based community centers
- 4  Child support agencies (voluntary enrollment)
- 5  Child support agencies (court ordered to enroll in a program like this)
- 6  Employment assistance centers or one-stops
- 7  Temporary Assistance for Needy Families (TANF) offices
- 8  Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) agencies
- 9  Head Start
- 10  Healthy Start
- 11  Child welfare agencies/child protective services (voluntary enrollment)
- 12  Child welfare agencies/child protective services (court ordered to enroll in a program like this)
- 13  Probation and parole

- 14  Correctional facilities
- 15  External organizations
- 16  Self-referrals
- 17  Other

**A5. On average, how many full-time and part-time staff worked for your Healthy Marriage or Responsible Fatherhood grant program (exclusive of their other responsibilities at your organization) on the first day of the current reporting period? (NOTE: please include all staff who are funded in whole or in part by this grant, including primary and partner sites; 35 or more hours per week = full-time; fewer than 35 hours per week = part-time.)**

|\_|\_|\_| NUMBER OF STAFF FUNDED FULL-TIME BY GRANT

|\_|\_|\_| NUMBER OF STAFF FUNDED PART-TIME BY GRANT

**A6. How many full-time and part-time staff ended their employment for your grant program during the current reporting period? (NOTE: please include staff who are funded in whole or in part by this grant, including primary and partner sites; 35 or more hours per week = full-time; fewer than 35 hours per week = part-time.)**

|\_|\_|\_| NUMBER OF STAFF FUNDED FULL-TIME BY GRANT WHO LEFT

|\_|\_|\_| NUMBER OF STAFF FUNDED PART-TIME BY GRANT WHO LEFT

**A7. How many full-time and part-time people began working for your grant program during the current reporting period? (NOTE: please include staff who are funded in whole or in part by this grant, including primary and partner sites; 35 or more hours per week = full-time; fewer than 35 hours per week = part-time)**

|\_|\_|\_| NUMBER OF STAFF FUNDED FULL-TIME BY GRANT WHO STARTED

|\_|\_|\_| NUMBER OF STAFF FUNDED PART-TIME BY GRANT WHO STARTED

**A8. How many full-time equivalents (FTEs) were dedicated to recruitment in the current reporting period, where each FTE equals 35 or more hours per week in staff time dedicated to recruitment?**

**SELECT ONE ONLY**

- 1  < 1 FTE
- 2  1 to 1.9 FTEs
- 3  2 to 2.9 FTEs
- 4  3 to 3.9 FTEs
- 5  4 to 4.9 FTEs
- 6  5 or more FTEs

## B. Staff Characteristics

### B1a. What proportion of your facilitators have received, as their highest degree...

SELECT ONE RESPONSE PER ROW

	None	Less than half	Half	More than half	All
a. A high school diploma or less?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
b. An associate's degree?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
c. A bachelor's degree?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
d. A master's or doctorate degree?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>

### B1b. What proportion of your case management staff have received, as their highest degree...

na  Do not have case management staff

[SOFT CHECK: IF CASE MANAGER DEGREE = NA; DISABLE OTHER OPTIONS.]

SELECT ONE RESPONSE PER ROW

	None	Less than half	Half	More than half	All
a. A high school diploma or less?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
b. An associate's degree?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
c. A bachelor's degree?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
d. A master's or doctorate degree?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>

### B1c. What proportion of your employment specialists have received, as their highest degree...

na  Do not have employment specialists

[SOFT CHECK: IF EMPLOYMENT SPECIALIST DEGREE = NA; DISABLE OTHER OPTIONS.]

SELECT ONE RESPONSE PER ROW

	None	Less than half	Half	More than half	All
a. A high school diploma or less?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
b. An associate's degree?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
c. A bachelor's degree?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
d. A master's or doctorate degree?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>

**B1d. What proportion of your managerial/supervisory staff have received, as their highest degree...**

SELECT ONE RESPONSE PER ROW

	None	Less than half	Half	More than half	All
a. A high school diploma or less?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
b. An associate's degree?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
c. A bachelor's degree?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
d. A master's or doctorate degree?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>

**B1e. What proportion of your other staff have received, as their highest degree...**

SELECT ONE RESPONSE PER ROW

	None	Less than half	Half	More than half	All
a. A high school diploma or less?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
b. An associate's degree?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
c. A bachelor's degree?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
d. A master's or doctorate degree?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>

**B2a. What proportion of your facilitators have...**

SELECT ONE RESPONSE PER ROW

	None	Less than half	Half	More than half	All
a. Less than 2 years in this role?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
b. At least 2 years but less than 5 years in this role?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
c. At least 5 years but less than 10 years in this role?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
d. 10 or more years in this role?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>

**B2b. What proportion of your case management staff have...**

na  Do not have case management staff

[SOFT CHECK: IF CASE MANAGER YEARS = NA; DISABLE OTHER OPTIONS.]

SELECT ONE RESPONSE PER ROW

	None	Less than half	Half	More than half	All
a. Less than 2 years in this role?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
b. At least 2 years but less than 5 years in this role?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
c. At least 5 years but less than 10 years in this role?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
d. 10 or more years in this role?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>

**B2c. What proportion of your employment specialists have...**

na  Do not have employment specialists

[SOFT CHECK: IF EMPLOYMENT SPECIALIST YEARS = NA; DISABLE OTHER OPTIONS.]

SELECT ONE RESPONSE PER ROW

	None	Less than half	Half	More than half	All
a. Less than 2 years in this role?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
b. At least 2 years but less than 5 years in this role?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
c. At least 5 years but less than 10 years in this role?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
d. 10 or more years in this role?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>

**B2d. What proportion of your managerial/supervisory staff have...**

SELECT ONE RESPONSE PER ROW

	None	Less than half	Half	More than half	All
a. Less than 2 years in this role?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
b. At least 2 years but less than 5 years in this role?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
c. At least 5 years but less than 10 years in this role?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
d. 10 or more years in this role?.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>

**B3a. What proportion of your facilitators are...**

SELECT ONE RESPONSE PER ROW

	None	Less than half	Half	More than half	All
a. Male.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
b. Female.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
c. Other gender.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>

**B3b. What proportion of your case managers are...**

na  Do not have case management staff

[SOFT CHECK: IF CASE MANAGER GENDER = NA; DISABLE OTHER OPTIONS.]

SELECT ONE RESPONSE PER ROW

	None	Less than half	Half	More than half	All
a. Male.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
b. Female.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
c. Other gender.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>

**B3c. What proportion of your employment specialists are...**

na  Do not have employment specialists

[SOFT CHECK: IF EMPLOYEMENT SPECIALIST GENDER = NA; DISABLE OTHER OPTIONS.]

SELECT ONE RESPONSE PER ROW

	None	Less than half	Half	More than half	All
a. Male.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
b. Female.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
c. Other gender.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>



**B3d. What proportion of your managerial/supervisory staff are...**

SELECT ONE RESPONSE PER ROW

	None	Less than half	Half	More than half	All
a. Male.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
b. Female.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
c. Other gender.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>

**B4a. What proportion of your facilitators are...**

SELECT ONE RESPONSE PER ROW

	None	Less than half	Half	More than half	All
a. Hispanic or Latino.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
b. Not Hispanic or Latino.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>

**B4b. What proportion of your case managers are...**

na  Do not have case management staff

[SOFT CHECK: IF CASE MANAGER ETHNICITY = NA; DISABLE OTHER OPTIONS.]

SELECT ONE RESPONSE PER ROW

	None	Less than half	Half	More than half	All
a. Hispanic or Latino.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
b. Not Hispanic or Latino.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>

**B4c. What proportion of your employment specialists are...**

na  Do not have employment specialists

[SOFT CHECK: IF EMPLOYMENT SPECIALIST ETHNICITY = NA; DISABLE OTHER OPTIONS.]

SELECT ONE RESPONSE PER ROW

	None	Less than half	Half	More than half	All
a. Hispanic or Latino.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
b. Not Hispanic or Latino.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>

**B4d. What proportion of your managerial/supervisory staff are...**

SELECT ONE RESPONSE PER ROW

	None	Fewer than half	Half	More than half	All
a. Hispanic or Latino.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
b. Not Hispanic or Latino.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>

**B5a. What proportion of your facilitators are...**

SELECT ONE RESPONSE PER ROW

	None	Less than half	Half	More than half	All
a. American Indian or Alaska Native.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
b. Asian.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
c. Black or African American.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
d. Native Hawaiian or other Pacific Islander....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
e. White.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
f. Other race.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
g. More than one race.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>

**B5b. What proportion of your case managers are...**

na  Do not have case management staff

[SOFT CHECK: IF CASE MANAGER RACE = NA; DISABLE OTHER OPTIONS.]

SELECT ONE RESPONSE PER ROW

	None	Less than half	Half	More than half	All
a. American Indian or Alaska Native.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
b. Asian.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
c. Black or African American.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
d. Native Hawaiian or other Pacific Islander....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
e. White.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
f. Other race.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
g. More than one race.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>

**B5c. What proportion of your employment specialists are...**

na  Do not have employment specialists

[SOFT CHECK: IF EMPLOYMENT SPECIALIST RACE = NA; DISABLE OTHER OPTIONS.]

SELECT ONE RESPONSE PER ROW

	None	Less than half	Half	More than half	All
a. American Indian or Alaska Native.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
b. Asian.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
c. Black or African American.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
d. Native Hawaiian or other Pacific Islander....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
e. White.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
f. Other race.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
g. More than one race.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>

**B5d. What proportion of your managerial/supervisory staff are...**

SELECT ONE RESPONSE PER ROW

	None	Less than half	Half	More than half	All
a. American Indian or Alaska Native.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
b. Asian.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
c. Black or African American.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
d. Native Hawaiian or other Pacific Islander....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
e. White.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
f. Other race.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
g. More than one race.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>

### C. Quality Assurance and Monitoring

**C1. In the current reporting period, did the following staff receive their initial training on the program curriculum(a)?**

SELECT ONE RESPONSE PER ROW

	Yes	No		Do not have this position on staff
a. Facilitators.....	1 <input type="radio"/>	0 <input type="radio"/>	na	<input type="radio"/>
b. Case managers.....	1 <input type="radio"/>	0 <input type="radio"/>	na	<input type="radio"/>
c. Employment specialists.....	1 <input type="radio"/>	0 <input type="radio"/>	na	<input type="radio"/>
d. Supervisors.....	1 <input type="radio"/>	0 <input type="radio"/>	na	<input type="radio"/>
e. Program managers.....	1 <input type="radio"/>	0 <input type="radio"/>	na	<input type="radio"/>
f. Other program staff ( <i>please specify</i> )..... _____	1 <input type="radio"/>	0 <input type="radio"/>	na	<input type="radio"/>

**C2. In the current reporting period, did the following staff receive follow-up or refresher training on the program curriculum(a)?**

SELECT ONE RESPONSE PER ROW

	Yes	No		Do not have this position on staff
a. Facilitators.....	1 <input type="radio"/>	0 <input type="radio"/>	na	<input type="radio"/>
b. Case managers.....	1 <input type="radio"/>	0 <input type="radio"/>	na	<input type="radio"/>
c. Employment specialists.....	1 <input type="radio"/>	0 <input type="radio"/>	na	<input type="radio"/>
d. Supervisors.....	1 <input type="radio"/>	0 <input type="radio"/>	na	<input type="radio"/>
e. Program managers.....	1 <input type="radio"/>	0 <input type="radio"/>	na	<input type="radio"/>
f. Other program staff ( <i>please specify</i> )..... _____	1 <input type="radio"/>	0 <input type="radio"/>	na	<input type="radio"/>

**C3. In the current reporting period, did the following staff receive training other than on the program curriculum(a)?**

SELECT ONE RESPONSE PER ROW

	Yes	No	Do not have this position on staff
a. Facilitators.....	1 <input type="radio"/>	0 <input type="radio"/>	na <input type="radio"/>
b. Case managers.....	1 <input type="radio"/>	0 <input type="radio"/>	na <input type="radio"/>
c. Employment specialists.....	1 <input type="radio"/>	0 <input type="radio"/>	na <input type="radio"/>
d. Supervisors.....	1 <input type="radio"/>	0 <input type="radio"/>	na <input type="radio"/>
e. Program managers.....	1 <input type="radio"/>	0 <input type="radio"/>	na <input type="radio"/>
f. Other program staff ( <i>please specify</i> )..... _____	1 <input type="radio"/>	0 <input type="radio"/>	na <input type="radio"/>

**C4. For the two types of facilitators shown below, were they observed by a supervisor or another experienced facilitator in the current reporting period?**

SELECT ONE RESPONSE PER ROW

	Yes	No
a. Facilitators hired in the reporting period.....	1 <input type="radio"/>	0 <input type="radio"/>
b. Experienced facilitators.....	1 <input type="radio"/>	0 <input type="radio"/>

**C5. In the current reporting period, on average, how often did the following staff meet with their supervisors one-on-one?**

SELECT ONE RESPONSE PER ROW

	At least weekly	Biweekly	Monthly	Once	Not in reporting period	Do not have this position on staff
a. Facilitators.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>	na <input type="radio"/>
b. Case managers.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>	na <input type="radio"/>
c. Employment specialists.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>	na <input type="radio"/>
d. Supervisors.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>	na <input type="radio"/>
e. Program managers.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>	na <input type="radio"/>
f. Other program staff ( <i>please specify</i> ).....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>	na <input type="radio"/>
_____						

**C6. In the current reporting period, how often were staff meetings held (such as discussions about continuous quality improvement and team-building meetings) that included the following staff?**

SELECT ONE RESPONSE PER ROW

	At least weekly	Biweekly	Monthly	Once	Not in reporting period	Do not have this position on staff
a. Facilitators.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>	na <input type="radio"/>
b. Case managers.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>	na <input type="radio"/>
c. Employment specialists.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>	na <input type="radio"/>
d. Supervisors.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>	na <input type="radio"/>
e. Program managers.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>	na <input type="radio"/>
f. Other program staff ( <i>please specify</i> ).....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>	na <input type="radio"/>
_____						

## D. Implementation Challenges

**D1. Please indicate how much of a problem each of the following has been in the current reporting period.**

SELECT ONE RESPONSE PER ROW

	Not a problem	Somewhat of a problem	A serious problem
a. Obtaining referrals from external organizations.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>
b. Recruiting participants.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>
c. Enrolling the intended target population.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>
d. Getting enrollees to start participating in services.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>
e. Getting enrollees to attend regularly.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>
f. Keeping participants engaged during sessions.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>
g. Getting enrollees to complete the program.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>
h. Recruiting qualified staff.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>
i. Maintaining staff performance.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>
j. Ensuring facilitators understand content.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>
k. Covering all program content in the time allotted.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>
l. Implementing curriculum with fidelity.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>
m. Having adequate program facilities.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>
n. Cooperation of recruitment and referral sources.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>
o. Working with service delivery partners.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>
p. Experiencing extreme weather or natural disasters.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>
q. Getting participants to complete pre-test or post-test.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>
r. Retaining staff.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>
s. Filling open staff positions.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>
t. Providing comprehensive case management services.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>
u. Providing grant-funded participation supports.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>
v. Entering and reporting data.....	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>

**Thank you for completing this survey!**