

## Instrument 4 – Partner Interview Protocol

### PARTNER INTERVIEW PROTOCOL

Thank you for participating in this interview for the Creative Forces Community Engagement Grant Program Evaluation. This study is funded by the National Endowment for the Arts.

We are conducting a study of the program and want to learn more about how the programs are serving the military-connected through arts and cultural activities. We are studying the grant program overall. This is not an evaluation of any individual program or of the people providing or participating in the program. Instead, we are interested in learning what is going well, what challenges there are, and how these programs can be supported. I will be asking questions about the program, what you like about it, and recommendations for strengthening it. You will receive a \$35 eGift card in appreciation for your time in a follow-up email.

Our conversation is confidential. The information you share with me will be integrated with interviews across all programs and your name will not be shared outside of our conversation. Participation in this interview is voluntary, and you can skip any question or quit at any time. The interview will take approximately 30 minutes.

If you have any questions about this interview, information can be obtained from Shawn Bachtler, Ph.D., of ProgramWorks ([shawnbachtler@gmail.com](mailto:shawnbachtler@gmail.com) or 206-595-5878) or the National Endowment for the Arts at [research@arts.gov](mailto:research@arts.gov) if you have any questions regarding the estimated time burden or any other aspect of this data collection. If you have any questions about your rights as a participant in the study, you may contact IRB Service (the body that oversees our protection of study participants) at (855) 226-4472 or [participants@solutionsirb.com](mailto:participants@solutionsirb.com).

Do you consent to continue with the interview?

### PARTNER INTERVIEW

Interviewee (Title and Name): \_\_\_\_\_

Interviewer: \_\_\_\_\_

Grantee Organization: \_\_\_\_\_

Date: \_\_\_\_\_

Email for eGift card: \_\_\_\_\_

Selection of questions will depend on the nature of the project and the partnership.

1. Please describe your role in [organization].

2. Briefly describe the Creative Forces Community Engagement project. Prompt for:
  - a. Population served
  - b. Implementation strategies and activities
  - c. Timeline
3. What needs does it address, and how were those needs identified?
4. What participant outcomes does the project address and in what ways?
5. In what ways is your organization engaged in the Community Engagement project?  
Prompt for: role, services provided
6. What prompted your organization to become involved in this project? How did the partnership develop?
7. What are the strengths of your partnership with [grantee organization]? What challenges are there?
8. What are the benefits of the partnership for your organization?
9. In what ways has the grant program enabled [grantee organization] and you as a partner build capacity to understand and engage members of the local military-connected community?
10. In what ways has the grant program helped [grantee organization] and you as a partner build capacity to design, implement, and evaluate program(s) for military-connected individuals? To what extent will the new practices and tools developed through the grant be sustained?
11. In what ways has the grant program increased an understanding of the value and impact of the arts in your local networks and community?
12. What has gone well with this grant? What is one example of success achieved through this grant?
13. To what extent will the practices, tools, partnerships, and/or new understandings be sustained after the grant period?
14. Like many evaluations, this evaluation uses data collected data through interviews, surveys, and reporting forms. In what ways could an evaluation incorporate experiential or arts-based approaches to demonstrate outcomes?
15. What recommendations do you have for organizations interested in offering arts or cultural programs to military-connected populations?
16. What recommendations do you have about the grant program, overall, for M-AAA and the NEA?
17. Is there anything else you would like to add?
18. What benefits does the partnership provide?
19. Is there anything else you would like to add?