

**Trafficking Victim Assistance Program Social Network Analysis—
Network Survey**

Supporting Statement—Section B

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Section B—Data Collection Procedures

1. Respondent Universe and Sampling Methods

This is a program assessment in which we are trying to gain knowledge about the strengths and weaknesses of the current Trafficking Victim Assistance Program (TVAP) grant structure and per capita funding model, determine if efficiencies can be gained, and identify potential alternative funding strategies. The data we collect will be used by the Office on Trafficking in Persons (OTIP) and the Administration for Children and Families (ACF) to help inform programmatic decisions about TVAP.

This assessment proposes the following data collection methods: (1) key informant interviews with fiscal year 2016 TVAP grantees and subrecipients, (2) focus groups with TVAP subrecipients, and (3) a network survey of fiscal year 2016 TVAP grantees and subrecipients. The key informant interviews and focus groups were submitted for approval under the Assistant Secretary for Planning and Evaluation's (ASPE's) generic information collection request OMB No. 0990-0421, as referenced in Supporting Statement A.

Data from the survey will be used to determine if efficiencies can be gained through service coordination by documenting the existing networks and use of TVAP and other funding sources among fiscal year 2016 TVAP grantees and subrecipients. With data from the survey, we will conduct a social network analysis. A social network analysis is a method used to gather and analyze data to explain the degree to which network actors connect to one another and the structural makeup of collaborative relationships. The survey will be a snapshot of the networks of grantee and subrecipient organizations. It will show how grantee and subrecipient organizations are connected (e.g., communicate or refer to/from) to one another and to other service agencies. The information collected will then be analyzed to better understand the existing network and identify potential opportunities for improving the efficiency of the network.

We anticipate administering 256 surveys through an online survey tool. Our sample will include key staff (i.e. program supervisor/coordinator) in all TVAP grantee (n=3) and subrecipient (n=253) organizations serving both pre- and post-certified foreign victims, and we anticipate a 45 percent response rate. Social network survey respondents will provide information about their professional relationships with other grantees and subrecipients. The survey will include questions about each grantee's or subrecipient's number and type of services provided, costs of services, service coordination between grantees or subrecipients and other service providers, and type and strength of relationships between grantees and subrecipients.

2. Procedures for the Collection of Information

We developed a survey to measure the type and extent of the relationship between TVAP grantee and subrecipient organizations. The survey will be administered using an online survey tool.

The survey covers the following topics: frequency and nature of connections with grantee and subrecipient organizations; connections to other service providers who are not subrecipients; service coordination activities (e.g., referrals); services provided; and estimated costs of services.

3. Methods to Maximize Response Rates and Deal with Nonresponse

We will primarily recruit participants via email and conduct follow-up phone calls and emails to nonrespondents. All of the potential survey participants are currently involved in TVAP and have received notification of the assessment from OTIP. We anticipate a 45 percent response rate and do not anticipate any challenges obtaining this response rate. In addition to follow-up phone calls and emails, we plan to discuss the survey dissemination during site visits scheduled at the convenience of each site.

4. Test of Procedures or Methods to Be Undertaken

The survey was adapted from surveys previously used by the contractor for social network analyses and includes questions regarding services provided and estimated costs of services. The survey was reviewed by a group of federal stakeholders. Feedback from the federal stakeholders was used to refine and modify questions.

5. Individuals Consulted on Statistical Aspects and Individuals Collecting and/or Analyzing Data

The contractor worked with the following people to design this study: Amanda Benton in ASPE, Mary Mueggenborg in OPRE, and Elizabeth Pfenning in OTIP. Contact information will be supplied upon request.