

PAIVED
Interview and Site Visit Screener for Selection of
Fatherhood Programs and Partners

FATHERHOOD PROGRAM SCREENING

Fatherhood Program:
OFA Grantee (Y/N):
Location:
Spoke to:
Date/Time:

INTRODUCTION

Thank you so much for taking the time to talk with us. My name is [NAME] and I'm with an organization called Child Trends, which is conducting the PAIVED study. I also have [NAME] on the line, who will be taking notes. As we mentioned in our email, the goal of the PAIVED study is to learn more about the services that fatherhood programs are providing or could provide to address and help prevent violence that occurs between the fathers you serve and their current or former romantic partners, sometimes called intimate partner violence or domestic violence.

We are reaching out to you as a program director to learn more about your work with fathers in order to select programs for the PAIVED study. We are currently in the process of collecting information from many different types of fatherhood programs implemented all around the country. By speaking with program directors, we hope to select a diverse group of programs. If selected for the study, we will either be conducting phone interviews or in-person program visits with program staff and staff from partner organizations. During the program visits, we will observe program sessions or any other relevant programming or trainings and conduct interviews. These interviews and program visits are expected to begin [FILL IN] and will be completed by the end of the year. About half of the organizations that participate in the study will be selected for phone interviews only and half will be selected to participate in program visits, so your organization may or may not be asked to participate in a program visit.

Your participation in today's discussion is completely voluntary – you can choose to answer some questions and not others. We will not name you or your organization in any reports without your permission. Today's conversation should take about 60 minutes.

The study is federally-funded, so there is contractual language that we have to say before we get started. 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 number for the described information collection is 0970-0516 and the expiration date is 09/30/2019.

Before we dive into the discussion, do you have any questions? Is it OK to go on?

SCREENING QUESTIONS

1. Can you briefly tell me about your program(s) for fathers?
2. **[If funded by OFA]**. What services/activities are covered by your OFA Responsible Fatherhood grant?
 - a. [Obtain/confirm specific name of OFA-funded program(s)]
3. How long has your agency/collaboration been working with fathers?
4. Tell me a little bit about the staff at your organization.
 - a. [#/types of staff, for example admin, facilitators, full-time, part-time, volunteer, program graduates as facilitators]
5. Tell me about who you serve.
 - a. [Probe for target population, characteristics of participants, number of participants]
6. What curriculum/curricula, if any, do you use?
7. Where does programming occur? [onsite, community partner, etc.]
8. I'd like to learn a little bit today about your work related to intimate partner violence.
 - a. Is there another term you prefer we use instead of intimate partner violence during our conversation today?
 - b. Do you offer services to address issues related to IPV [**OR PREFERRED LANGUAGE**]?
 - c. What types of services? What does that look like? [If needed] Can you tell me more about what the services entail or consist of?
 - d. Do you screen for IPV [**OR PREFERRED LANGUAGE**]?
 - i. [If yes] How is the information collected in the screenings used? [probe for making referrals, keeping for their own records or knowledge, etc.]
 - e. Do you have protocols in place to respond to IPV [**OR PREFERRED LANGUAGE**] that you hear about or observe during your programming?
 - f. **[If funded by OFA]**. Are these services provided through your OFA grant or another funding source?
9. Can you briefly describe any challenges you have experienced related to addressing IPV [**OR PREFERRED LANGUAGE**] with fathers?
 - a. [Ask even if they are not currently addressing IPV. We want to learn from programs who want to be doing more to address IPV, but have encountered barriers]
10. Are there any partnerships in place between your organization and other agencies to address and help prevent IPV [**OR PREFERRED LANGUAGE**] among fathers participating in your program(s)?

- a. [If yes] What type of organizations do you partner with?
- b. What services/activities do these partners provide?

Thank you. Now I'm going to ask some questions about what your program will be doing in the upcoming months.

11. To the best of your knowledge, what services/program activities for fathers or staff trainings will be occurring between September and December 2018?
12. Will any of these activities focus on addressing and helping to prevent IPV [**OR PREFERRED LANGUAGE**]?
13. Who are key program staff that you think would be best to meet with to learn more about your work related to IPV [**OR PREFERRED LANGUAGE**]?
 - a. Can you please provide their email addresses and phone numbers?
 - b. [If not answered] is there a director/administrator and facilitator you would recommend talking to?
14. Who are key partner staff that you think would be best to meet with to learn more about your work related to IPV [**OR PREFERRED LANGUAGE**]?
 - a. Can you please provide contact information for up to two partner organizations that we can call to gather more information about their organizations as part of our recruitment process? [Collect name, phone number, email address, and information about position at partner organization]
15. Thank you, I believe I have the information I need right now. May I contact you again if I have additional questions? Do you have any questions for us?

CLOSING

This initial call was to gather information to see if your organization would be a good fit for the study. A decision will be made later about which programs will be selected for phone interviews and program visits.

If selected for a program visit, we would work with you to schedule a convenient time for our team to visit your organization for 2-3 days. We would want to interview a project director/you [**if speaking to a project director**], at least one facilitator/program coordinator, and at least one community partner who works with you to address and help prevent IPV. The program visits and the interviews will require some time for scheduling and other logistics, as well as the staff time needed for the actual interviews. Each interview should last about 90 minutes and will require no preparation time.

We would also like to be able to observe 1-2 sessions with fathers or staff trainings, particularly program sessions or trainings that address IPV [**OR PREFERRED LANGUAGE**].

Programs will be selected based on what we learned today about your existing program activities related to IPV [**OR PREFERRED LANGUAGE**], your availability, and the timing of your program activities in fall 2018, which is approximately when we plan to visit. Once we get closer to when we hope to begin the interviews and program visits, our team will follow up with you to get more information about your ongoing program activities at that time.

Do you have any questions about this plan?

If selected, are you interested in participating? Would your organization be willing to participate in the in-person program visits?

[RECORD ANSWER] _____

Once further decisions are made about which programs we can meet with, our team will send an email with more details. We will also request contact information for other program staff and partners that we should meet with. Who should we email to get started on this process, if you are selected?

o EMAIL ADDRESS: _____

PARTNER SCREENING

Name of organization:

Fatherhood program working with organization:

Location:

Spoke to:

Date/Time:

Note: Contact with partners will not occur until screening calls with fatherhood programs are complete. If a fatherhood program identifies multiple partner organizations, we will ask fatherhood program staff to provide us with names and contact information for up to two partners. The screening questions below will be used to determine whether one or both partners should be interviewed.

INTRODUCTION

Thank you so much for taking the time to talk with us. My name is [NAME] and I'm with an organization called Child Trends, which is conducting the PAIVED study. I also have [NAME] on the line, who will be taking notes. As we mentioned in our email, the goal of the PAIVED study is to learn more about the services that fatherhood programs are providing or could provide to address and help prevent violence that occurs between the fathers you serve and their current or former romantic partners, sometimes called intimate partner violence or domestic violence.

To help achieve this goal, Child Trends is interviewing program directors from fatherhood programs and partner organizations like yours to help select organizations for the study. We are currently in the process of collecting information from many different types of fatherhood programs and their partners implemented all around the country. By speaking with these organization, we hope to select a diverse group of programs.

If selected for the study, we will be conducting telephone interviews with fatherhood program staff, including program directors/administrators, program facilitators, and staff from partner organizations. We also hope to visit select programs and partner organizations in person. During the program visits, we will conduct observations of one or two fatherhood program sessions with fathers or other relevant programming or trainings in addition to conducting interviews with program staff. These interviews and program visits are expected to begin [FILL IN] and will be completed by the end of the year.

Your participation in this discussion is completely voluntary – you can choose to answer some questions and not others. We will not name you or your organization in any reports without your permission. Today's conversation should take about 15 minutes.

The study is federally-funded, so there is contractual language that we have to say before the interview. 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 number for the described information collection is 0970-0516 and the expiration date is 09/30/2019.

Before we dive into the interview, do you have any questions? Is it OK to go on?

SCREENING QUESTIONS

We'll cover some of this in a lot more detail in later interviews, but I'd like to learn a little bit today about your partnership with **[FATHERHOOD PROGRAM NAME]**.

1. Can you please describe the partnership you have with **[FATHERHOOD PROGRAM NAME]** and the types of services/activities you provide that address IPV among fathers?
2. Who is the best person to talk to so that we can learn more about your organization's partnership with **[FATHERHOOD PROGRAM NAME]**?
 - a. Yourself? Somebody else?
 - b. [If somebody else] Can you please provide us with contact information for that person?
3. To the best of your knowledge, what services/program activities for fathers or staff trainings will be occurring between September and December 2018?

CLOSING

This initial call was to gather information to see if your organization would be a good fit for the study. A decision will be made later about which organizations will be selected for phone interviews and program visits.

If selected for a program visit, we would work with you to schedule a convenient time for our team to visit your organization and the fatherhood program you work with for 2-3 days. The program visits and the interviews will require some time for scheduling and other logistics, as well as the staff time needed for the actual interviews. Each interview should last about 90 minutes and will require no preparation time.

Organizations will be selected based on what we have learned today about your existing activities working with fathers to address and help prevent IPV, your availability, and the timing of your program activities in fall 2018, which is approximately when we plan to begin. Once we get closer to when we hope to begin the interviews and program visits, our team will follow up with you to get more information about your ongoing program activities at that time.

Do you have any questions about this plan?

If selected, are you interested in participating? Would your organization be willing to participate in the in-person program visits?

[RECORD ANSWER] _____

Once further decisions are made about which organizations we can meet with, our team will send an email with more details. Who should we email to get started on this process, if you are selected?

o EMAIL ADDRESS: _____