

RTI International Focus Group Moderator's Guide Questions to ask of ACL Grantees

1. Ice Breaker: So that we all get to know each other a little better, we'll go around and introduce ourselves and share one thing that we are looking forward to this summer. I'll start.
2. *Organizational Understanding*
 - a. What types of work do your organizations do? For what populations? In what ways?
 - b. Now let's talk about how you work with the Administration for Community Living (ACL). Please describe the ACL grant your organization receives.
2. *Diversity, Equity, and Inclusion (DEI) Priorities*
 - a. How do you identify the needs of the populations you serve?
 - b. Thinking about the populations you serve, what topic areas or priorities do you focus on most related to diversity, equity, and inclusion (DEI)? <probe types of diversity (cultural, linguistic, age, disability status, sexual orientation, gender identity, veteran status, etc.), methods of supporting diversity (Technical assistance, publications, research, advocacy, others)> <probe whether DEI priorities are self-selected or established by partners (e.g., AAAs)>
 - c. How did your organization select/determine these priorities? How does your population knowledge inform your DEI priorities?
 - d. What kinds of resources do you have to meet the needs of your DEI populations and priorities?
 - e. What are the facilitators and barriers/challenges to meeting those needs?
3. *Measuring Change*
 - a. How do you measure changes related to your DEI priorities?
 - b. What, if any, other measurements do you use related to your DEI priorities? Do these differ from your ACL data collection and measurement?
 - c. What gaps do you see related to DEI measurement?
4. *Where could you use more help?*
 - a. What do you need to bridge the gaps related to your DEI priorities?
 - b. What could ACL do better to support your organization to bridge those gaps?
 - c. What else do you think is needed to achieve those goals?
 - d. What other recommendations do you have?