

## **Appendix 2**

### **Hmong Educational Needs Assessment Project Focus Group Discussion Questions**

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### Suggested Process:

Have all participants gather for a general session that would include the introduction to the meeting by the coordinating facilitator. After the introduction, have the participants divided into four groups: men, women, male youth, and female youth. Each of the four smaller discussion groups would address the same questions. Thus, we will need facilitators and recorders for the four groups. Materials needed for the focus group discussions might include flip charts, markers, masking tape, easels, and tape recorder (if appropriate), all depending on each group's situation. At the end, have all groups come back together to close the meeting.

### **Introduction**

Share with the participants the purpose of the meeting and discussions.

The purpose of this discussion is to provide information to help the University of Wisconsin – Extension at state and local offices to plan and develop educational programs for Hmong individuals, families and organizations in Wisconsin. The educational programs will be focused on the ideas shared in these discussions.

During this time, also share with the group the work of the University of Wisconsin – Extension, who we are and what we do.

Thank the participants for their willingness to meet and share their insights about their local Hmong community educational needs.

### **Focus Group Questions**

Background for the facilitators:

There are two areas that these questions address. First, we are trying to discover what educational programs/topics individuals, families and businesses in the Hmong community want or need. The second is how do individuals, families and businesses want to receive this information to help them with improving the quality of their lives.

As an introductory question, use the following:

*Please think about your life experiences and how you learn best. How and where would you like to learn in your community?*

Then, start with these next questions. Please use the questions that are appropriate with the group you are leading. Spend the first half of the discussion time on these broad questions:

*What challenges and issues are you seeing in your local Hmong community?*

*What has successfully worked for your local Hmong community in the past to address these challenges and issues?*

*What are the challenges facing Hmong individuals and families?*

*What are the challenges facing Hmong businesses and business owners?*

If the discussion is minimal and needs prompting, use the following questions to stimulate discussion. If an active discussion has not moved beyond one topic, start introducing the following questions to broaden the topics covered. Choose the issues that are most pertinent to the local area and that were not raised by the three questions above.

*Could you also tell us about issues or needs for:*

*The Elderly?*

*Entrepreneurs/Economic Development Needs?*

*Families?*

*Child Care/Work Issues?*

*Intergenerational Relationships?*

*The Health of Individuals and Families?*

*Housing?*

**Educational Programs? (K-12 experience, drop out problems, college preparation for high school students, older adults, continuing education classes)**

For the second half of the discussion, use the following questions to guide the discussion.

*What are some of the educational topics you or others would like to learn more about?*

*What would be the best way for you to learn about those topics?*

At the end of the focus group discussions, as the final closing question:

*Are there any additional thoughts you would like to share with us?*

### **Closing the Meeting**

If appropriate, have the groups come back together. Thank them for their time and effort. Share with them again how their discussion summaries will be used and how they will help UWEX in future programming to help the Hmong community. If the local group has decided to give an incentive, distribute it at this time with some Extension materials – informational publications and/or a schedule of upcoming programs that might be of interest.

### **Reporting the Discussions**

Each focus group coordinating facilitator is responsible for sending a summary of the discussion to Sue Buck by March 1, 2002 through electronic means (e-mail attachment or by disk). Please have the summary organized by the questions for easier synthesis for drawing out common themes/threads and for compiling a summary report. If you have questions, please contact Sue Buck.

### **Demographic Data**

Each location coordinating facilitator is asked to provide us with the following demographics so we can roughly characterize the participants and compare the focus groups demographics of the different Hmong communities in the state.

*Focus Group Demographics*

**Date of the Focus Group Meeting:**

*Site Location:*

*Facilitator:*

*Number of participants at the site \_\_\_\_\_*

*Number of men \_\_\_\_\_*

*Number of women \_\_\_\_\_*

*Number of male youth \_\_\_\_\_*

*Number of female youth \_\_\_\_\_*

*Number of Hmong participants \_\_\_\_\_*

*Number of other Southeast Asian \_\_\_\_\_*

*Number of African American \_\_\_\_\_*

*Number of Caucasian \_\_\_\_\_*

*Number of Other \_\_\_\_\_ describe:*

*Number of people under the age of 20 \_\_\_\_\_*

*Number of people 20 to 30 \_\_\_\_\_*

*Number of people 30 to 40 \_\_\_\_\_*

*Number of people 40 to 55 \_\_\_\_\_*

*Number of people 55 to 65 \_\_\_\_\_*

*Number of people 65 and older \_\_\_\_\_*

*(Age to be determined by the best estimate by the facilitator)*