APPENDIX B

TELEPHONE SURVEY QUESTIONNAIRE

UI Reference No.: 07417-012-00
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Understanding the Demand Side of the TANF Labor Market

Survey of Employers in the Low-Wage Labor Market

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|___|___|___|___|___|___|___|___|
IDENTIFICATION NUMBER

DATE: |___|___| / |___|___| / |___|___|
MONTH DAY YEAR

|___|___|:|___|___| AM..... 01
TIME BEGAN PM..... 02

SECTION I: INTRODUCTION

I0. **INTERVIEWER: HAS A RESPONDENT BEEN IDENTIFIED DURING A PRE-SURVEY CALL?**

YES .....(GO TO I4) 1

NO 0

I1. Hello, my name is INTERVIEWER'S FULL NAME. I am calling from Mathematica Policy Research in Princeton, New Jersey on behalf of the U.S. Department of Health and Human Services.

INTERVIEWER, CODE IF KNOWN OR ASK: Have I reached ORGANIZATION?

CORRECT ORGANIZATION REACHED 1

TELEPHONE NUMBER
INCORRECT .....(GO TO CALL BACK)..... 2

RESIDENTIAL TELEPHONE
NUMBER .....(GO TO CALL BACK)..... 3

DISCONNECTED NUMBER ..(GO TO CALL BACK)..... 4

OTHER PROBLEM WITH
NUMBER (SPECIFY) .....(GO TO CALL BACK)..... 0

I2. Is your organization located at ADDRESS?

YES .....(GO TO I4) 1

NO 0

I3. What is your organization's address?

INTERVIEWER: ENTER COMPLETE ADDRESS.

STREET ADDRESS: _____

MAILING ADDRESS: _____

CITY, STATE AND ZIP: _____,_____ |__|__|__|__|__|

I4. May I please speak to (SAMPLE MEMBER/the person who does most of the entry-level hiring for your organization)?

WHEN SAMPLE MEMBER COMES TO THE TELEPHONE..... (GO TO I6) 1

SAMPLE MEMBER NOT AVAILABLE ..... (SCHEDULE APPOINTMENT AND GO TO CALL BACK)..... 2

SAMPLE MEMBER NO LONGER WITH ORGANIZATION 3

SPEAKING WITH SAMPLE MEMBER'S SECRETARY WHO WANTS TO KNOW WHAT THE CALL IS ABOUT ..... (GO TO I7) 4

I5. Could I please speak with the person who does most of the hiring for entry-level jobs in your organization?

PROBE: I am particularly interested in speaking to the person that does the hiring for jobs that do not require a college degree.

WHEN RESPONDENT COMES TO TELEPHONE..... 1

RESPONDENT NOT AVAILABLE ..... (SCHEDULE APPOINTMENT AND GO TO CALL BACK) 0

I6. Hello, my name is INTERVIEWER'S FULL NAME from Mathematica Policy Research in Princeton, New Jersey. We are conducting a study for the U.S. Department of Health and Human Services concerning the availability of full- or part-time jobs for people without a college degree. We recently sent (you/your organization) a letter describing the study and mentioned that we would be calling to conduct a short telephone interview. Are you the person who does most of the hiring for jobs that do not require a college degree?

IF THE RESPONDENT SAYS THEY HAVE NO JOBS LIKE THAT, PROBE BY ASKING: Although those jobs might be filled by people with college degrees, do you have any full- or part-time positions or jobs, filled or unfilled, that do not require a college degree?

YES, APPROPRIATE RESPONDENT ...(GO TO I13)..... 1

NOT THE RIGHT PERSON OR
ANOTHER PERSON DELEGATED
TO DO INTERVIEW .....(GO TO I8) 0

WANTS MAIL QUESTIONNAIRE.....(GO TO I15) ..... m

REFUSES TO PARTICIPATE .....(GO TO I20) ..... r

I7. We are conducting a study for the U.S. Department of Health and Human Services concerning the hiring and employment practices for jobs that do not require a college degree. We recently sent SAMPLE MEMBER a letter describing the study and mentioned that we would be calling to conduct a short telephone interview. May I please speak to SAMPLE MEMBER?

YES, APPROPRIATE RESPONDENT
HAS BEEN REACHED .....(GO TO I13)..... 1

NOT THE RIGHT PERSON OR
ANOTHER PERSON DELEGATED
TO DO INTERVIEW 0

WANTS MAIL QUESTIONNAIRE.....(GO TO I15) ..... m

REFUSES TO PARTICIPATE .....(GO TO I20) ..... r

I8. What is that person's name and telephone number?

RECORD NAME: _____

TELEPHONE NUMBER: (|__|__|__|)-|__|__|__|-|__|__|__|__|
AREA CODE

THERE IS NO JOB HIRING PERSON
AT THIS LOCATION ..... (GO TO I10) 0

I9. Could you please transfer me to (him/her)?

WHEN PERSON COMES
TO THE TELEPHONE....(GO TO I11)..... 1

PERSON IS NOT
AVAILABLE .....(SCHEDULE APPOINTMENT
AND GO TO CALLBACK) 0

I10. Could I please speak to the person who does most of the hiring (overall) for your organization at ADDRESS? What is that person's name and telephone number?

RECORD NAME: _____

TELEPHONE NUMBER: (|__|__|__|)-|__|__|__|-|__|__|__|__|
AREA CODE

WHEN PERSON COMES
TO THE TELEPHONE....(GO TO I12)..... 1

PERSON IS NOT
AVAILABLE .....(SCHEDULE APPOINTMENT
AND GO TO CALLBACK) 0

I11. Hello, my name is INTERVIEWER'S FULL NAME from Mathematica Policy Research, Inc. (MPR) in Princeton, New Jersey. We are conducting a study for the U.S. Department of Health and Human Services about the recruitment and hiring of entry level employees in this area. We recently sent SAMPLE MEMBER a letter describing the study and mentioned that we would be calling to conduct a short telephone interview. I was told that you are the person who does most of the hiring for jobs that do not require a college degree. Is this correct?

YES .....(GO TO I14)..... 1

NO ..... (GO TO SUPERVISOR REVIEW) 0

I12. Hello, my name is INTERVIEWER'S FULL NAME from Mathematica Policy Research in Princeton, New Jersey. We are conducting a study for the U.S. Department of Health and Human Services about the recruitment and hiring of entry level employees. We recently sent SAMPLE MEMBER a letter describing the study and mentioned that we would be calling to conduct a short telephone interview. I was told that you are the person who does most of the hiring for your organization at ADDRESS. Is this correct?

YES .....(GO TO I14)..... 1

NO ..... (GO TO SUPERVISOR REVIEW) 0

I13. **INTERVIEWER: ENTER RESPONDENT'S NAME, OR ASK:** What is your name?

NAME: _____

I14. Before we begin, let me tell you that all the information that you give me will be kept strictly confidential. Responses to this data collection will be used only for statistical purposes. The reports prepared for this study will summarize findings across the sample and will not associate responses with a specific organization or individual. We will not provide information that identifies you or your organization to anyone outside the study team, except as required by law. Participation in this study is voluntary and you may decide to stop the interview at any point. Should we come to any question that you do not want to answer, just let me know and we will go on to the next question. The interview takes about 15 minutes. I would like to begin the interview now.

CONDUCT INTERVIEW..... (GO TO I21) 1

NOT A GOOD TIME .....(SCHEDULE APPOINTMENT AND GO TO CALLBACK) 0

I15. We would be happy to send you the questionnaire, but to save you time, we would like to check to make sure your business is eligible for the survey. I have two quick questions.

Do you have any jobs that do not require a college degree?

IF NO, ASK: Although those jobs might be filled by people with college degrees, do you have any full- or part-time positions or jobs, filled or unfilled, that do not require a college degree?

YES 1
NO ..... (GO TO I17) 0
DOES NOT KNOW ..... d
REFUSED ..... r

I16. Have you hired a worker into one of these jobs in the last two years?

IF WORKERS ARE HIRED THROUGH A TEMPORARY EMPLOYMENT AGENCY, PROBE: Are those workers paid directly by your company or are they paid by the temporary employment agency?

IF PAID BY THE COMPANY ENTER "1" AND CONTINUE THE INTERVIEW.

YES ..... (GO TO I18) 1
NO 0
DOES NOT KNOW ..... d
REFUSED ..... r

I17. Thank you [again] for your time. [We are only gathering information from establishments that hire workers with less than a college degree.] There is no need for you to respond to our questionnaire. **END OF INTERVIEW**

I18. We would like you to respond to our survey. To whom should the questionnaire be sent?

RECORD NAME:_____

JOB TITLE:_____

MAILING ADDRESS:_____

CITY:_____ STATE:_____ ZIP CODE:_____

TELEPHONE NUMBER: (|__|__|__|)-|__|__|__|-|__|__|__|__|
AREA CODE

I19. Thank you very much for your help. We will send the questionnaire in the next few days. **GO TO CALL BACK**

I20. Why (do you/does) (she/he) prefer not to participate in the study? **RECORD VERBATIM**

_____

_____

_____

Thank you for your time. Before we hang up, it would be very helpful for our records if we could ask one or two general yes or no questions.

I21. Do you have any jobs that do not require a college degree?

IF NO, ASK: Although those jobs might be filled by people with college degrees, do you have any full- or part-time positions or jobs, filled or unfilled, that do not require a college degree?

YES 1
NO ..... (GO TO I25) 0
DOES NOT KNOW ..... d
REFUSED ..... r

I22. Have you hired a worker into one of these jobs in the last two years?

PROBE: Has your company hired a worker into one of these jobs in the past two years?

IF WORKERS ARE HIRED THROUGH A TEMPORARY EMPLOYMENT AGENCY, PROBE: Are those workers paid directly by your company or are they paid by the temporary employment agency?

IF PAID BY THE COMPANY ENTER "1" AND CONTINUE THE INTERVIEW.

YES 1
NO ..... (GO TO I25) 0
DOES NOT KNOW ..... (GO TO I25) ..... d
REFUSED ..... (GO TO I25) ..... r

I23. **INTERVIEWER: IS THIS A REFUSAL CASE AND IS I20 ANSWERED?**

YES 1
NO ..... (GO TO A1) 0

I24. Thank you for your time. Goodbye. GO TO SUPERVISORS REVIEW.

I25. Thank you [again] for your time. We are only conducting interviews with establishments that have hired workers with less than a college degree (during the past two years). **END INTERVIEW**

SECTION A:
GENERAL BUSINESS QUESTIONS

A1. **INTERVIEWER: IS THERE INFORMATION FROM THE SAMPLE FRAME ON THIS ESTABLISHMENT'S INDUSTRY?**

YES.....(GO TO A3) 1

NO..... 0

A2. I would like to begin the interview by asking a few general questions about your organization. What type of industry or business is your organization engaged in?

PROBE: What do you make or do?

RECORD VERBATIM

_____

_____

_____

GO TO A5

A3. I would like to begin the interview by asking a few general questions about your organization. Am I right that your establishment is in the INDUSTRY TYPE industry?

YES .....(GO TO A5) 1

NO 0

A4. What type of industry or business is your organization engaged in?

PROBE: What do you make or do?

RECORD VERBATIM

_____

_____

_____

A5. Is this a for-profit or a non-profit company?

FOR PROFIT 1
NOT FOR PROFIT 2
DOES NOT KNOW ..... d
REFUSED ..... r

A6. Is this a minority owned company?

PROBE: A minority-owned business is a for-profit enterprise, regardless of size, physically located in the United States or its trust territories, which is owned, operated and controlled by minority group members. "Minority group members" are United States citizens who are Asian, Black, Hispanic and Native American. Ownership by minority individuals means the business is at least 51% owned by such individuals or, in the case of a publicly-owned business, at least 51% of the stock is owned by one or more such individuals. Further, the management and daily operations are controlled by those minority group members.

YES 1
NO 0
DOES NOT KNOW ..... d
REFUSED ..... r

A7. Is this a woman owned company?

PROBE: Do women own over half the company and are they in charge of daily management and operations?

YES 1
NO 0
DOES NOT KNOW ..... d
REFUSED ..... r

A8. Does this company operate at more than one site?

YES ..... (GO TO A10) 1
NO ..... (GO TO A10) 0
DOES NOT KNOW ..... (GO TO A10) ..... d
REFUSED ..... (GO TO A10) ..... r

A9. DELETED FROM THIS VERSION.

A10. About how far is (your/this) location from the nearest public transportation stop?

PROBE: From ADDRESS ON CONTACT SHEET?

LESS THAN A QUARTER MILE 1
QUARTER OF A MILE 2
HALF OF A MILE 3
THREE QUARTERS OF A MILE 4
ONE MILE OR MORE 5
NO PUBLIC TRANSPORTATION 6
DOES NOT KNOW ..... d
REFUSED ..... r

A11. How many employees currently work at your organization (at this location)?

PROBE: Your best estimate would be fine.

PROBE: At ADDRESS ON CONTACT SHEET?

|__|,|__|__|__| EMPLOYEES

DOES NOT KNOW ..... d
REFUSED ..... r

A12. How many people worked there approximately one year ago?

PROBE: Your best estimate would be fine.

|__|,|__|__|__| EMPLOYEES

DOES NOT KNOW ..... d
REFUSED ..... r

A13. **INTERVIEWER: DO QUESTIONS A11 AND A12 HAVE VALID NUMERIC ANSWERS?**

YES ..... (GO TO A15) 1
NO 0

A14. Would you say there are more workers or fewer workers (at this location) now than a year ago?

MORE WORKERS 1
FEWER WORKERS 2
ABOUT THE SAME 3
DOES NOT KNOW ..... d
REFUSED ..... r

A15. **INTERVIEWER: DOES THIS COMPANY OPERATE AT MORE THAN ONE SITE? DOES A8 EQUAL "YES"?**

YES 1

NO ..... (GO TO A17) 0

A16. About how many employees currently work at all your organization's locations?

PROBE: Your best estimate would be fine.

|__|,|__|__|__| EMPLOYEES

DOES NOT KNOW ..... d

REFUSED ..... r

A17. What percentage of your current employees at ORGANIZATION at (all locations) are covered by a collective bargaining agreement?

PROBE: Belong to a union?

PROBE: Your best estimate would be fine.

|__|__|__| PERCENTAGE

NONE 0

DOES NOT KNOW ..... d

REFUSED ..... r

SECTION B:
LESS SKILLED JOBS

B1. You mentioned that you have hired a worker in the past two years for a job that does not require a college degree.

Approximately how many of your jobs (at this location) do not require a college degree?

PROBE: Your best estimate would be fine.

a. |__|,|__|__|__| NUMBER OF EMPLOYEES

OR

b. |__|__|__| PERCENTAGE OF ALL EMPLOYEES

DOES NOT KNOW..... d

REFUSED ..... r

B2. Approximately how many of these jobs are held by women?

PROBE: Your best estimate would be fine.

INTERVIEWER: "THESE JOBS" REFERS TO JOBS AT THIS LOCATION THAT DO NOT REQUIRE A COLLEGE DEGREE.

a. |__|,|__|__|__| NUMBER OF FEMALE EMPLOYEES

OR

b. |__|__|__| PERCENTAGE FEMALE

DOES NOT KNOW..... d

REFUSED ..... r

B3. How many are held by African Americans?

PROBE: Your best estimate would be fine.

a. |__|,|__|__|__| NUMBER OF AFRICAN AMERICAN EMPLOYEES

OR

b. |__|__|__| PERCENTAGE AFRICAN AMERICAN

DOES NOT KNOW ..... d

REFUSED ..... r

B4. How many are held by Hispanics?

PROBE: Your best estimate would be fine.

a. |__|,|__|__|__| NUMBER OF HISPANIC EMPLOYEES

OR

b. |__|__|__| PERCENTAGE HISPANIC

DOES NOT KNOW ..... d

REFUSED ..... r

INTERVIEWER: QUESTIONS B2 THROUGH B4 DO NOT NEED TO SUM TO 100% OR REACH ANY PARTICULAR TOTAL.

B5. Of all jobs that do not require a college degree, how many involve significant amounts of reading, writing, or arithmetic?

a. |__|,|__|__|__| NUMBER OF JOBS

OR

b. |__|__|__| PERCENTAGE OF JOBS

NONE 0

DOES NOT KNOW ..... d

REFUSED ..... r

B6. Approximately how many jobs that do not require a college degree has your organization filled (at this location) in the past two years?

PROBE: Your best estimate would be fine.

|__|,|__|__|__| EMPLOYEES

DOES NOT KNOW..... d

REFUSED ..... r

B7. Approximately how many vacancies does your organization currently have (at this location) for jobs that do not require a college degree?

PROBE: Your best estimate would be fine.

|__|,|__|__|__| VACANCIES

DOES NOT KNOW..... d

REFUSED ..... r

SECTION C:
LAST LOW-SKILLED WORKER HIRED

C1. The next questions focus entirely on the last worker you hired in the past two years into a position that does not require a college degree.

Approximately when did you hire this person?

|__|__| / |__|__| (GO TO C5)
MONTH YEAR

HIRED TODAY 0
DOES NOT KNOW ..... (GO TO C5) ..... d
REFUSED ..... (GO TO C5) ..... r

INTERVIEWER: If the response is that each "division or business unit" does its own hiring, ask to speak with the person most knowledgeable about the division or unit that hires the most workers into jobs that do not require a college degree.

INTERVIEWER: If the firm hires in groups (e.g., 20 people started last month), ask the respondent to pick any one worker from that group.

PROBE: Please include a worker who was the last person hired even if that person is no longer working at your organization.

C2. Did this person start working today?

YES ..... (GO TO C4) 1
NO 0
DOES NOT KNOW ..... d
REFUSED ..... r

C3. Please think about the last worker you have hired who has started working at your organization. **CONTINUE TO C4.**

C4. Even though this person has been very recently hired, we would still like to know about your experiences with this worker. Some of the questions may be hard for you to answer but please feel free to say that you do not know, do not know yet, or it is too soon to make an assessment.

Approximately when did you hire this person?

|__|__| / |__|__|
MONTH YEAR

HIRED TODAY 0
DOES NOT KNOW ..... d
REFUSED ..... r

C5. Did you hire this person into a regular permanent position, a temporary position, or a position with a probationary period?

INTERVIEWER: CODE RESPONSES OF "REGULAR POSITION WITH A PROBATIONARY PERIOD" AS "PROBATIONARY PERIOD," CODE "3."

REGULAR POSITION 1
TEMPORARY POSITION 2
PROBATIONARY PERIOD 3
DOES NOT KNOW ..... d
REFUSED ..... r

C6. Is this person male or female?

MALE ..... (GO TO C10) 1
FEMALE 2
DOES NOT KNOW ..... (GO TO C10) ..... d
REFUSED ..... (GO TO C10) ..... r

C7. Do you know whether this woman had been on welfare; that is, was she collecting cash welfare for low-income parents and children?

PROBE: Currently, before or while she was hired by your organization.

Definition: TANF or Temporary Assistance for Needy Families is cash welfare.

INTERVIEWER: IF THE RESPONDENT SAYS "PROBABLY," ENTER "1" FOR "YES."

YES		1
NO	(GO TO C10)	0
DOES NOT KNOW	(GO TO C10)	d
REFUSED	(GO TO C10)	r

C8. How sure are you that she had been a welfare recipient?

PROBE: Are you very sure, somewhat sure, or not very sure?

VERY SURE	1
SOMEWHAT SURE	2
NOT VERY SURE	3
DOES NOT KNOW	d
REFUSED	r

C9. Was she still on welfare, had she just come off welfare, or had she been off welfare for some time when she was hired?

STILL ON WELFARE	(GO TO C11)	1
JUST CAME OFF WELFARE	(GO TO C11)	2
BEEN OFF WELFARE FOR SOME TIME	(GO TO C11)	3
DOES NOT KNOW	(GO TO C11)	d
REFUSED	(GO TO C11)	r

C10. Would you consider hiring a current or former welfare recipient for this type of job?

YES 1
NO 0
DOES NOT KNOW ..... d
REFUSED ..... r

C11. Which of the following categories best describes this employee's race? (Is she/Is he) White, Black or African American, Asian, American Indian or Alaskan Native, or Native Hawaiian or other Pacific Islander?

INTERVIEWER: IF THE RESPONDENT VOLUNTEERS "HISPANIC" OR "LATINO," THEN RECORD THAT ANSWER UNDER OTHER AND CODE QUESTION C12 "YES."

CIRCLE ALL THAT APPLY

WHITE 1
BLACK OR AFRICAN-AMERICAN 2
ASIAN 3
AMERICAN INDIAN OR ALASKAN NATIVE 4
NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER 5
OTHER (SPECIFY) 6

_____

DOES NOT KNOW ..... d
REFUSED ..... r

C12. (Is she/Is he) of Hispanic or Latino origin?

YES 1
NO 0
DOES NOT KNOW ..... d
REFUSED ..... r

C13. How old is this worker?

PROBE: Your best estimate is fine.

|__|__| YEARS OF AGE (**GO TO C15**)

DOES NOT KNOW ..... d
REFUSED ..... r

C14. Is (she/he) less than 24, 25 to 44, 45 to 54, or older than 55?

LESS THAN 24 1
25 to 44 2
45 to 54 3
55 OR OLDER 4
DOES NOT KNOW ..... d
REFUSED ..... r

C15. Is this employee an immigrant?

YES 1
NO 0
DOES NOT KNOW ..... d
REFUSED ..... r

C16. Is this employee currently enrolled in school?

YES 1
NO 0
DOES NOT KNOW ..... d
REFUSED ..... r

C17. What is the highest level of education (she/he) has completed?

PROBE: Your best estimate would be fine.

8TH GRADE OR LESS 1
SOME HIGH SCHOOL 2
GED 3
HIGH SCHOOL GRADUATE 4
SOME COLLEGE 5
ASSOCIATE, COLLEGE, GRADUATE,
OR PROFESSIONAL DEGREE 6
DOES NOT KNOW ..... d
REFUSED ..... r

C18. Has (she/he) received any specific technical or skills training?

PROBE: Other than regular school.

YES 1
NO 0
DOES NOT KNOW ..... d
REFUSED ..... r

C19. **CODE IF OBVIOUS, OR ASK:** Is this employee still with your organization?

YES ..... (GO TO C22) 1
NO 0
DOES NOT KNOW ..... (GO TO C22) ..... d
REFUSED ..... (GO TO C22) ..... r

C20. Approximately when did (she/he) leave?

|__|__| / |__|__|
MONTH YEAR

DOES NOT KNOW ..... d
REFUSED ..... r

C21. Did (she/he) voluntarily quit, get fired, get laid off, or something else?

QUIT 1
DISCHARGED 2
LAID OFF 3
OTHER (SPECIFY) 4

_____

DOES NOT KNOW ..... d
REFUSED ..... r

JOB SKILLS OR TASKS ON THE JOB

C22. What type of work (does/did) this person do?

PROBE: What (is/was) (her/his) position with your company?

RECORD ANSWER VERBATIM, PROBE FOR DETAILS.

_____

_____

DOES NOT KNOW ..... d
REFUSED ..... r

C23. For this position, how important is a high school diploma or GED? Is it extremely important or required, somewhat important, or not very important?

EXTREMELY IMPORTANT OR REQUIRED 1
SOMEWHAT IMPORTANT 2
NOT VERY IMPORTANT 3
DOES NOT KNOW ..... d
REFUSED ..... r

C24. For this position, how important is previous experience in this line of work?

PROBE: Is it extremely important or required, somewhat important, or not very important?

EXTREMELY IMPORTANT OR REQUIRED..... 1
SOMEWHAT IMPORTANT 2
NOT VERY IMPORTANT 3
DOES NOT KNOW..... d
REFUSED ..... r

C25. For this position, how important is some previous training or skill certification?

PROBE: Is it extremely important or required, somewhat important, or not very important?

EXTREMELY IMPORTANT OR REQUIRED..... 1
SOMEWHAT IMPORTANT 2
NOT VERY IMPORTANT 3
DOES NOT KNOW..... d
REFUSED ..... r

C26. Now I would like to ask you about the tasks this worker (performs/performed).

How often (does/did) this employee perform the following tasks:

PROBE: Daily, sometimes, or never?

	DAILY	SOMETIMES	NEVER	DOES NOT KNOW	REFUSED
a. How often (must/did) (she/he) read documents?	1	2	0	d	r
b. How often (must/did) (she/he) fill out forms?	1	2	0	d	r
c. How often (must/did) (she/he) take notes or write memos or emails?.....	1	2	0	d	r
d. How often (must/did) (she/he) speak with customers?	1	2	0	d	r
e. How often (must/did) (she/he) use arithmetic to make change, for example?	1	2	0	d	r
f. How often (must/did) (she/he) use a computer? ..	1	2	0	d	r
g. How often (must/did) (she/he) monitor instruments? ..... **PROBE:** Monitoring instruments is things like reading gauges or dials.	1	2	0	d	r
h. How often (must/did) (she/he) work in a group or team with others?.....	1	2	0	d	r

HOURS AND COMPENSATION

C27. How many hours per week (does/did) this employee usually work?

|__|__| HOURS WORKED PER WEEK

DOES NOT KNOW..... d

REFUSED ..... r

C28. How many hours per week did this employee usually work when (she/he) started working at this job?

|__|__| HOURS WORKED PER WEEK

DOES NOT KNOW ..... d

REFUSED ..... r

C29. What type of shifts [does (she/he) currently work/did (she/he) usually work]?

PROBE: (Does/Did) (she/he) work days, evenings, nights, or (does/did) (she/he) work on a rotating shift?

DAY SHIFT 1

EVENING SHIFT (SUCH AS 5PM TO MIDNIGHT) 2

NIGHT SHIFT (SUCH AS MIDNIGHT TO 8AM) 3

ROTATING SHIFT (CHANGES FROM WEEK TO WEEK) 4

DOES NOT KNOW ..... d

REFUSED ..... r

C30. How often (is/was/will) this employee (be) required to work overtime?

PROBE: Is that frequently, occasionally, rarely, or never?

FREQUENTLY 1

OCCASIONALLY OR SOMETIMES 2

RARELY 3

NEVER 4

DOES NOT KNOW ..... d

REFUSED ..... r

C31. How often (is/was/will) this employee (be) required to work on weekends?

PROBE: Is that frequently, occasionally, rarely, or never?

FREQUENTLY 1
OCCASIONALLY OR SOMETIMES 2
RARELY 3
NEVER 4
DOES NOT KNOW ..... d
REFUSED ..... r

C32. Does your company have a flexible time policy where employees can define their own daily or weekly work schedules?

YES 1
NO 0
DOES NOT KNOW ..... d
REFUSED ..... r

C33. Now thinking again about this worker.

(What is this employee's current wage or salary in this job/What was this employee's wage) just before (she/he) left the job?

INTERVIEWER: BE SURE TO ENTER DOLLARS AND CENTS. WATCH THE DECIMAL POINT

$ |__|__|,|__|__|__|.|__|__| PER . . .

HOUR 1
DAY 2
WEEK 3
MONTH 4
YEAR 5
OTHER (SPECIFY) 6

_____

DOES NOT KNOW ..... d
REFUSED ..... r

C34. In addition to this amount, (does/did/will) (she/he) usually earn some overtime or get tips, bonuses, or commissions on this job?

YES 1
NO ..... (GO TO C36) 0
DOES NOT KNOW ..... (GO TO C36) ..... d
REFUSED ..... (GO TO C36) ..... r

C35. Approximately how much (does/did/will) this employee earn in overtime, tips, commissions, or bonuses on this job?

PROBE: Your best estimate is fine.

INTERVIEWER: BE SURE TO ENTER DOLLARS AND CENTS. WATCH THE DECIMAL POINT

$ |__|__|,|__|__|__|.|__|__| PER . . .

HOUR 1
DAY 2
WEEK 3
MONTH 4
YEAR 5
OTHER (SPECIFY) 6

_____

DOES NOT KNOW ..... d
REFUSED ..... r

C36. **INTERVIEWER: DID THIS EMPLOYEE START WORKING TODAY? DOES QUESTION C2 EQUAL "YES"?**

YES ..... (GO TO C39) 1
NO 0

C37. (Has/Did) (she/he) (received/receive) a raise since (she/he) started working here?

YES 1
NO ..... (GO TO C39) 0
DOES NOT KNOW ..... (GO TO C39) ..... d
REFUSED ..... (GO TO C39) ..... r

C38. What was this employee's starting wage or salary on this job?

$ |__|__|,|__|__|__|.|__|__| PER . . .

HOUR 1
DAY 2
WEEK 3
MONTH 4
YEAR 5
OTHER (SPECIFY) 6

_____

DOES NOT KNOW ..... d
REFUSED ..... r

C39. Which of the following fringe benefits (are/were) available to or offered to this worker?

INTERVIEWER: IF A BENEFIT WILL ONLY BE AVAILABLE AT THE END OF A PROBATIONARY PERIOD, CODE "NO."

		YES	NO	DOES NOT KNOW	REFUSED
a.	Health insurance or HMO membership?	1	0	d	r
b.	Help paying for child care?	1	0	d	r
c.	Child care on site?	1	0	d	r
d.	Transportation or help paying for transportation?	1	0	d	r
e.	Help paying for education expenses?	1	0	d	r
f.	An employee assistance plan, such as legal or other types of counseling for employees?	1	0	d	r
g.	A pension or 401K plan?	1	0	d	r

C40. **INTERVIEWER: IS A PENSION OR 401K PLAN AVAILABLE? DOES C39g EQUAL "YES"?**

YES ..... (GO TO C43) 1
NO 0

C41. (Is/Was) a pension or 401K plan available to other employees [when (she/he) worked there]?

INTERVIEWER: CODE "YES" IF THE PENSION PLANS OR 401K IS AVAILABLE AFTER A PROBATIONARY PERIOD.

YES 1
NO ..... (GO TO C43) 0
DOES NOT KNOW ..... (GO TO C43) ..... d
REFUSED ..... (GO TO C43) ..... r

C42. (Will/Would) this employee (have) become eligible for a pension or 401K plan if (she/he) (stays/had stayed) on the job a few more months or (works/worked) more hours?

YES 1
NO 0
DOES NOT KNOW ..... d
REFUSED ..... r

C43. **INTERVIEWER: IS HEALTH INSURANCE OR HMO MEMBERSHIP AVAILABLE? DOES C39a EQUAL "YES"?**

YES ..... (GO TO C47) 1
NO 0

C44. (Is/Was) health insurance or HMO membership available to other employees [when (she/he) worked there]?

YES 1
NO ..... (GO TO C57) 0
DOES NOT KNOW ..... (GO TO C57) ..... d
REFUSED ..... (GO TO C57) ..... r

C45. (Will/Would) this employee (have) become eligible for health insurance if (she/he) (stays/had stayed) on the job a few more months?

YES 1
NO 0
DOES NOT KNOW ..... d
REFUSED ..... r

C46. (Will/Would) this employee (have) become eligible for health insurance if (she/he) (works/worked) more hours?

YES 1
NO 0
DOES NOT KNOW ..... d
REFUSED ..... r

C47. Do you, the employer, pay all, part, or none of the health insurance premium for a typical individual worker?

INTERVIEWER: IF MORE THAN ONE HEALTH PLAN, SAY: Please pick the plan with the greatest enrollment.

ALL 1
PART 2
NONE ..... (GO TO C50) 3
DOES NOT KNOW ..... (GO TO C51) ..... d
REFUSED ..... (GO TO C51) ..... r

C48. For this plan, how much do you, the employer, contribute toward the premium of one typical employee with single coverage?

INTERVIEWER: BE SURE TO ENTER DOLLARS AND CENTS. WATCH THE DECIMAL POINT

$ |__|__|,|__|__|__|.|__|__| PER . . .

WEEK 1
BI-WEEKLY 2
MONTH 3
YEAR 4
OR
|__|__|__| PERCENTAGE PAID BY EMPLOYER (GO TO C51)

DOES NOT KNOW ..... d
REFUSED ..... r

C49. **INTERVIEWER: DOES THE EMPLOYER PAY ALL OF THE HEALTH INSURANCE PREMIUM? DOES QUESTION C47 EQUAL "ALL"?**

YES ..... (GO TO C51) 1
NO 0

C50. For this plan, how much does the typical employee with single coverage contribute toward his or her own premium?

INTERVIEWER: BE SURE TO ENTER DOLLARS AND CENTS. WATCH THE DECIMAL POINT

$ |__|__|,|__|__|__|.|__|__| PER . . .

WEEK 1
BI-WEEKLY 2
MONTH 3
YEAR 4
OR
|__|__|__| PERCENTAGE PAID BY EMPLOYEE

DOES NOT KNOW ..... d
REFUSED ..... r

C51. Can members of a worker's family also receive insurance coverage through this plan?

YES 1
NO ..... (GO TO C57) 0
DOES NOT KNOW ..... (GO TO C57) ..... d
REFUSED ..... (GO TO C57) ..... r

C52. **INTERVIEWER: DOES THE EMPLOYER PAY NONE OF THE HEALTH INSURANCE PREMIUM? DOES QUESTION C47 EQUAL "NONE"?**

YES ..... (GO TO C57) 1
NO 0

C53. Do you, the employer, pay all, part, or none of the health insurance premium for a typical worker with family coverage?

INTERVIEWER: IF THERE ARE MULTIPLE HEALTH INSURANCE PLANS, SAY: Please pick the plan with the greatest enrollment.

ALL 1
PART 2
NONE ..... (GO TO C56) 3
DOES NOT KNOW ..... (GO TO C57) ..... d
REFUSED ..... (GO TO C57) ..... r

C54. For this plan, how much do you, the employer, contribute toward the premium of a typical employee with family coverage?

INTERVIEWER: BE SURE TO ENTER DOLLARS AND CENTS. WATCH THE DECIMAL POINT

$ |__|__|,|__|__|__|.|__|__| PER . . .

WEEK 1
BI-WEEKLY 2
MONTH 3
YEAR 4
OR
|__|__|__| PERCENTAGE PAID BY EMPLOYER (GO TO C56)

DOES NOT KNOW ..... d
REFUSED ..... r

C55. **INTERVIEWER: DOES THE EMPLOYER PAY ALL OF THE HEALTH INSURANCE PREMIUM? DOES QUESTION C53 EQUAL "ALL"?**

YES ..... (GO TO C57) 1
NO 0

C56. For this plan, how much does the typical employee with family coverage contribute toward his or her own premium?

INTERVIEWER: BE SURE TO ENTER DOLLARS AND CENTS. WATCH THE DECIMAL POINT

$ |__|__|,|__|__|__|.|__|__| PER . . .

WEEK 1
BI-WEEKLY 2
MONTH 3
YEAR 4
OR
|__|__|__| PERCENTAGE PAID BY EMPLOYEE
DOES NOT KNOW ..... d
REFUSED ..... r

PAID AND UNPAID LEAVE

C57. (Is/Was) any type of paid leave available to (her/him) [when (she/he) worked there]?

PROBE: Like paid sick leave, paid vacation days, or paid personal days.

YES 1
NO ..... (GO TO C61) 0
DOES NOT KNOW ..... (GO TO C61) ..... d
REFUSED ..... (GO TO C61) ..... r

C58. What types of paid leave (are/were) available to (her/him)?

PROBE: Sick leave, vacation, or personal days?

CIRCLE ALL THAT APPLY

SICK LEAVE 1
VACATION 2
PERSONAL DAYS 3
DOES NOT KNOW ..... d
REFUSED ..... r

C59. (Can/Could) this worker take paid time off to care for a sick child or family member?

YES ..... (GO TO C65) 1
NO 0
DOES NOT KNOW ..... d
REFUSED ..... r

C60. (Can/Could) this worker take unpaid time off to care for a sick child or family member?

YES ..... (GO TO C65) 1
NO ..... (GO TO C65) 0
DOES NOT KNOW ..... (GO TO C65) ..... d
REFUSED ..... (GO TO C65) ..... r

C61. (Is/Was) any type of paid leave available to other employees [when (she/he) worked there]?

YES 1
NO ..... (GO TO C63) 0
DOES NOT KNOW ..... (GO TO C63) ..... d
REFUSED ..... (GO TO C63) ..... r

C62. (Will/Would) this employee (have) become eligible for this paid leave if (she/he) (stays/had stayed) on the job a few more months or (work/worked) more hours?

YES 1
NO 0
DOES NOT KNOW ..... d
REFUSED ..... r

C63. (Can/Could) this worker take unpaid time off to care for a sick child or family member?

INTERVIEWER: INCLUDE LEGALLY REQUIRED FAMILY AND MEDICAL LEAVE AS "YES."

YES 1
NO ..... (GO TO C65) 0
DOES NOT KNOW ..... (GO TO C65) ..... d
REFUSED ..... (GO TO C65) ..... r

C64. Is this unpaid leave only that which is required by law under the Family and Medical Leave Act?

YES 1
NO 0
DOES NOT KNOW ..... d
REFUSED ..... r

C65. Sometimes, companies tell their employees that they may be eligible for public benefits like the Earned Income Tax Credit on their taxes, child care subsidies from the state, Medicaid or state child health insurance programs like S-CHIP, food stamps, and other forms of assistance. Do you provide this information to your employees?

YES 1
NO 0
DOES NOT KNOW ..... d
REFUSED ..... r

C66. Sometimes, companies help their workers sign up for public benefits. Do you provide this service to your employees?

YES 1
NO 0
DOES NOT KNOW ..... d
REFUSED ..... r

ADVANCEMENT AND JOB PERFORMANCE

C67. The next questions are about this employee's job performance. How would you rate this worker's performance relative to other workers you have hired for similar jobs? (Is/Was) (her/his) performance better, worse, or about the same?

BETTER 1
WORSE 2
SAME 3
CANNOT RATE PERFORMANCE, EMPLOYEE JUST HIRED 4
DOES NOT KNOW ..... d
REFUSED ..... r

C68. If a worker in this job performs well, what are the chances that (she/he) could be promoted?

PROBE: Are they excellent, good, fair or do your rarely promote from this position?

PROBE: Any worker.

EXCELLENT 1
GOOD 2
FAIR 3
RARELY PROMOTE FROM THIS POSITION 4
NO PROMOTIONS FROM THIS POSITION ..... (GO TO C70) 5
DOES NOT KNOW ..... d
REFUSED ..... r

C69. How long would a worker typically have to perform well in this job before getting a promotion?

PROBE: Your best estimate would be fine.

PROBE: Any worker.

INTERVIEWER: IF LESS THAN ONE YEAR, ENTER "00" UNDER "YEAR" AND THE NUMBER OF MONTHS UNDER "MONTHS."

|__|__| YEARS AND |__|__| MONTHS

DOES NOT KNOW ..... d

REFUSED ..... r

C70. (Has this worker been/Was this worker) promoted or given increased responsibility [since (she/he) started working for you/when (she/he) worked for you]?

YES 1

NO 0

DOES NOT KNOW ..... d

REFUSED ..... r

C71. Do workers in this job typically get raises for good performance?

YES 1

NO 0

DOES NOT KNOW ..... d

REFUSED ..... r

C72. **INTERVIEWER: DID THIS EMPLOYEE START WORKING TODAY? DOES QUESTION C2 EQUAL "YES"?**

YES ..... (GO TO C76) 1

NO 0

C73. Next, I would like to ask about any difficulties you may have had with this worker.

(Have/Did) you (had/have) problems with absenteeism or tardiness?

YES 1
NO ..... (GO TO C75) 0
DOES NOT KNOW ..... (GO TO C75) ..... d
REFUSED ..... (GO TO C75) ..... r

C74. Were the absenteeism or tardiness problems due to any of the following?

	YES	NO	DOES NOT KNOW	REFUSED
a. Physical health?	1	0	d	r
b. Child care?	1	0	d	r
c. Transportation?	1	0	d	r
d. Problems at home?	1	0	d	r
e. Court appearances?	1	0	d	r
f. Domestic violence?	1	0	d	r
g. Mental health or depression?	1	0	d	r

C75. (Does/Did) (she/he) (also) have problems with any of the following?

	YES	NO	NOT APPLICABLE	DOES NOT KNOW	REFUSED
a. Attitude towards work?	1	0	2	d	r
b. Basic mathematics, verbal, or reading skills?	1	0	2	d	r
c. Problems with other job related skills?	1	0	2	d	r
d. Substance abuse, such as the use of drugs or alcohol?	1	0	2	d	r
e. Relationships with coworkers?	1	0	2	d	r
f. Relationships with supervisors?	1	0	2	d	r
g. Relationships with customers or clients?	1	0	2	d	r

TRAINING/MENTORING

C76. Some employers provide training and other services to their employees. I would like to ask you about the services you (provide/provided) to this worker.

Did this worker receive:

	YES	NO	DOES NOT KNOW	REFUSED
a. Formal job training on the job site from an instructor using a specific curriculum or instructional material?	1	0	d	r
b. Formal job training off-site from an instructor using a specific curriculum or instructional material?	1	0	d	r
c. Informal training?	1	0	d	r
d. A mentor?	1	0	d	r
e. A job buddy?	1	0	d	r
f. Regular feedback or performance appraisal from a supervisor?	1	0	d	r
g. Did (she/he) receive some other kinds of training or services? (SPECIFY)	1	0	d	r

_____

_____

INTERVIEWER: PROVIDE THESE DEFINITIONS IF NEEDED:

Mentor—A mentor is more senior worker or supervisor who can provide career advice.

Job buddy—A job buddy is a worker in the same approximate job or level who can explain things like how to use the copy machine and where the break room is.

SECTION D:
HIRING PRACTICES

D1. Next, I would like to ask you about your hiring practices.

How did you identify this worker?

CIRCLE ONE

STATE OR LOCAL EMPLOYMENT SERVICE OR DEPARTMENT OF LABOR 1

OTHER PUBLIC AGENCY INCLUDING THE WELFARE AGENCY 2

COMMUNITY-BASED OR NON-PROFIT AGENCY 3

PRIVATE EMPLOYMENT AGENCY 4

TEMPORARY EMPLOYMENT AGENCY 5

COMMUNITY COLLEGE OR TRADE OR VOCATIONAL HIGH SCHOOL 6

PERSONAL NETWORK OF MANAGERS 7

FROM ADVERTISEMENT OR CLASSIFIED AD IN THE LOCAL MEDIA 8

FROM HELP WANTED SIGN 9

INTERNET POSTING 10

REFERENCE FROM OTHER EMPLOYEE 11

OTHER WAY (SPECIFY) 12

_____

WALK IN WITHOUT A REFERRAL 13

DOES NOT KNOW ..... d

REFUSED ..... r

D2. Before hiring this worker, did you do a criminal background check?

INTERVIEWER: IF ANOTHER ORGANIZATION DOES THE CHECK OR IF THE CHECK IS COMING OR IN PROCESS, CODE "YES."

YES 1
NO 0
DOES NOT KNOW ..... d
REFUSED ..... r

D3. Did you have this worker take tests like basic verbal or math tests, job related skills tests, psychological tests, or drug tests?

YES 1
NO ..... (GO TO D5) 0
DOES NOT KNOW ..... (GO TO D5) ..... d
REFUSED ..... (GO TO D5) ..... r

D4. Which tests specifically?

CIRCLE ALL THAT APPLY

BASIC VERBAL TEST 1
BASIC MATH TEST 2
JOB-RELATED SKILLS TEST 3
PSYCHOLOGICAL TESTS 4
DRUG TEST 5
OTHER (SPECIFY) 6

_____

DOES NOT KNOW ..... d
REFUSED ..... r

D5. How much did each of the following factors weigh into your decision to hire (him/her) for this position? Please tell me whether each factor mattered a lot, some, or not at all.

	A LOT	SOME	NOT AT ALL/NOT APPLICABLE	DOES NOT KNOW	REFUSED
a. The job interview?.....	1	2	3	d	r
b. Appearance or dress?.....	1	2	3	d	r
c. English fluency?.....	1	2	3	d	r
d. Work experience?.....	1	2	3	d	r
e. References?	1	2	3	d	r
f. School performance?.....	1	2	3	d	r
g. Completion of a sample task?	1	2	3	d	r
h. Desire to work hard?.....	1	2	3	d	r
i. Willingness to work odd or flexible hours?	1	2	3	d	r
j. Having a positive attitude?.....	1	2	3	d	r
k. Specific skill training?.....	1	2	3	d	r
l. Other (SPECIFY)	1	2	3	d	r

_____

_____

D6. Would you say it is easy, somewhat difficult, or very difficult to find qualified applicants for this type of position at the present time?

EASY 1
SOMEWHAT DIFFICULT 2
VERY DIFFICULT 3
DOES NOT KNOW..... d
REFUSED ..... r

D7. Would you hire someone with a criminal record for this type of position?

YES 1

YES, DEPENDING ON THE TYPE OR SERIOUSNESS OF THE CRIME 2

NO 3

DOES NOT KNOW ..... d

REFUSED ..... r

D8. In the past two years, have you hired someone into a position that does not require a college degree who did not meet all of the qualifications you usually require because you really needed the employee?

YES 1

NO 0

DOES NOT KNOW ..... d

REFUSED ..... r

SECTION E:
WORK FORCE INTERMEDIARIES AND WELFARE RECIPIENTS

E1. This final set of questions has to do with organizations that try to place welfare recipients in jobs.

During the past year, have any public or private agencies tried to place welfare recipients in jobs at your organization?

YES 1
NO ..... (GO TO E9) 0
DOES NOT KNOW ..... (GO TO E9) ..... d
REFUSED ..... (GO TO E9) ..... r

E2. Which of the following types of agencies have tried to place welfare recipients in your organization?

	YES	NO	DOES NOT KNOW	REFUSED
a. The State Employment Service or Department of Labor?	1	0	d	r
b. The welfare agency?	1	0	d	r
c. Local one-stop center?	1	0	d	r
d. Some other public agency?	1	0	d	r
e. A community-based or non-profit agency? .	1	0	d	r
f. A commercial temporary help agency?.....	1	0	d	r
g. Was there any other organization that tried to place welfare recipients in your organization? (SPECIFY).....	1	0	d	r

_____

_____

E3. **INTERVIEWER: DID MORE THAN ONE TYPE OF AGENCY REFER WELFARE RECIPIENTS? DOES MORE THAN ONE OF QUESTION E2a THROUGH E2f EQUAL "1"?**

YES 1
NO ..... (GO TO E5) 0

E4. Which agency made the most referrals during the past year?

THE STATE EMPLOYMENT SERVICE OR AGENCY 1
THE WELFARE AGENCY 2
LOCAL ONE-STOP CENTER 3
SOME OTHER PUBLIC AGENCY 4
A COMMUNITY-BASED OR NON-PROFIT AGENCY 5
A COMMERCIAL TEMPORARY HELP AGENCY 6
ANOTHER TYPE OF PRIVATE AGENCY (SPECIFY) 7

_____

DOES NOT KNOW ..... d
REFUSED ..... r

INTERVIEWER: IF RESPONDENT SAYS TWO OR MORE AGENCIES MADE EQUAL NUMBERS OF REFERRALS, AND ONE WAS THE WELFARE AGENCY (2) THEN ASK ABOUT THE WELFARE AGENCY. OTHERWISE, ASK ABOUT THE AGENCY THAT MADE THE MOST RECENT REFERRAL.

E5. When dealing with this agency, who usually initiates contact—you, the agency, or does it vary?

EMPLOYER INITIATES CONTACT 1
AGENCY INITIATES CONTACT 2
VARIES 3
DOES NOT KNOW ..... d
REFUSED ..... r

E6. How would you rate the candidates referred to your organization by this agency compared to all other applicants for the same or similar positions? Please tell me if they were better than average, average, or worse than the average applicant in each of the following areas.

	BETTER THAN AVERAGE	AVERAGE	WORSE THAN AVERAGE	DOES NOT KNOW	REFUSED
a. Their dress or appearance?.....	1	2	3	d	r
b. Their English language fluency?..	1	2	3	d	r
c. Their reading, writing, verbal, or mathematics skills?.....	1	2	3	d	r
d. Their job specific skills?.....	1	2	3	d	r
e. Their interpersonal skills?.....	1	2	3	d	r
f. Their transportation arrangements?.....	1	2	3	d	r
g. Their child care arrangements?.....	1	2	3	d	r

E7. How would you rate that agency's responsiveness: for example how quickly they referred candidates? Would you say it was excellent, good, fair, or poor?

EXCELLENT..... 1
GOOD..... 2
FAIR 3
POOR 4
DOES NOT KNOW..... d
REFUSED .....r

E8. During the past two years, did your organization hire welfare recipients referred by that agency?

YES ..... (GO TO E10) 1
NO 0
DOES NOT KNOW ..... d
REFUSED ..... r

E9. **INTERVIEWER: WAS THE LAST WORKER HIRED A WELFARE RECIPIENT? DOES QUESTION C7 EQUAL "YES"?**

YES 1
NO ..... (GO TO E15) 0

E10. Has a placement agency or organization provided the following kinds of assistance to welfare recipients after your organization hired them?

	YES	NO	DOES NOT KNOW	REFUSED
a. Training?	1	0	d	r
b. Transportation assistance?	1	0	d	r
c. Child care assistance?	1	0	d	r
d. Counseling or ongoing support?.....	1	0	d	r
e. Did an agency or organization provide any other kind of assistance? (SPECIFY)	1	0	d	r

_____

_____

E11. Has an agency or organization provided the following assistance to help you work with welfare recipients that you have hired?

	YES	NO	DOES NOT KNOW	REFUSED
a. Conflict resolution?	1	0	d	r
b. Cultural competency or diversity training?	1	0	d	r
c. Did an agency or organization provide any other kind of assistance? (SPECIFY)	1	0	d	r

_____

_____

E12. During the past year, has your organization used tax credits or on-the-job training subsidies that were received because you hired or trained welfare recipients?

YES 1
NO ..... (GO TO E15) 0
DOES NOT KNOW ..... d
REFUSED ..... r

E13. Which of the following tax credits or subsidies did you receive and use?

	YES	NO	DOES NOT KNOW	REFUSED
a. Federal Work Opportunities or Welfare to Work Tax Credits?	1	0	d	r
b. Federal Empowerment Zone Credit?	1	0	d	r
c. State Urban Enterprise Zone Credit?	1	0	d	r
d. Federal or State On-the-Job Training Subsidy?	1	0	d	r
e. Did you receive any other subsidy or credit? (SPECIFY)	1	0	d	r

_____

_____

E14. During the past year, have tax credits or subsidies led your organization to hire more welfare recipients than you would have without these incentives?

YES 1
NO 0
DOES NOT KNOW ..... d
REFUSED ..... r

E15. Would the chances of your organization hiring one or more welfare recipients increase if a placement agency could provide the following assurances? For each kind of assurance, please tell me whether it would increase the chances of your organization hiring a welfare recipient a lot, some, or not at all?

	A LOT	SOME	NOT AT ALL	DOES NOT KNOW	REFUSED
a. First, if an agency could provide assurances that recipients had a good work attitude?	1	2	3	d	r
b. Had good basic skills?	1	2	3	d	r
c. Had good job-specific skills?...	1	2	3	d	r
d. Successfully completed a work experience program?	1	2	3	d	r
e. Stable child care arrangements?.....	1	2	3	d	r
f. Stable transportation arrangements?.....	1	2	3	d	r
g. No criminal record or substance abuse problems?...	1	2	3	d	r

E16. That is the end of the interview. Thank you very much for participating in the survey. Thank you again for your time and cooperation.