

Appendix B

HUMAN SUBJECTS APPROVAL FORM

HUMAN SUBJECTS APPROVAL FORM  
INFORMED CONSENT FORM FOR RESEARCH STUDY  
 The Pennsylvania State University  
 Form A - Part 1

Overseas Technical Cooperation Impact Study  
 Michigan State University  
 The Pennsylvania State University

STATE CONSENT FORM  
 SITE VISIT

Your State Extension Service has been randomly selected to participate in the site visit phase of the evaluation study, the *Overseas Technical Cooperation Impact Study*, commissioned by USDA. The purpose of this study is to document the impacts, both positive and negative, on the participants involved in the *Polish-American Extension Project*, and to assess the depth and breadth of costs and benefits that participation has had on organizations and communities in the United States.

As administrative officer for your Extension Service, your consent to participate permits a representative of our evaluation team to interview staff and cooperators in your state. However, even with your organizational consent, individuals may choose to participate or not. Individual participation is strictly voluntary. Both at the individual and state level, you may choose to withdraw at any time or may choose to refuse to answer any question without penalty.

Please note that individual's identities will be kept strictly confidential. No names or identifiers will be associated with any information recorded, and only group (site and state) results will be summarized and reported. Site and state names will not be reported as such, rather each site and state will be given a code and only descriptive data will identify the group.

We thank you in advance for your cooperation. Your signature below indicates that you have read this consent form and agree for your state extension service to participate in the site visits.

\_\_\_\_\_  
 Name

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 State

HUMAN SUBJECTS APPROVAL FORM  
INFORMED CONSENT FORM FOR RESEARCH STUDY  
The Pennsylvania State University  
Form A - Part 2

Overseas Technical Cooperation Impact Study  
Michigan State University  
The Pennsylvania State University

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PARTICIPANT CONSENT FORM  
SITE VISIT

You have been selected to provide information to the *Overseas Technical Cooperation Impact Study*, commissioned by USDA. The purpose of this study is to document the impacts, both positive and negative, on the participants involved in the Polish-American Extension Project, and to assess the depth and breadth of costs and benefits that participation has had on organizations and communities in the U.S.

Your organization has agreed to participate in this study. However, your participation is strictly voluntary. You may choose to withdraw at any time or may choose to refuse to answer any question without penalty.

Please note that your identity will be kept strictly confidential. No names or identifiers will be associated with any information recorded, and only group results will be summarized and reported at each site.

We thank you in advance for your cooperation. Your signature below indicates that you have read this consent form and agree to participate in the study.

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Name

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Date

## FORM B

FORMAT FOR PROCEDURES AND METHODOLOGY  
PROTECTION OF HUMAN RESEARCH SUBJECTS

*Brief description of the proposed study.* Since 1990, more than 100 employees from 31 cooperating Land-Grant university systems have participated in the CSREES' Polish-American Extension Project. The goals of the project were to improve the living standards of Polish farmers and consumers by promoting the emergence of a strong, effective, and economically successful private sector in Poland's agriculture and the Extension system. This joint educational project of the U.S. Department of Agriculture and the Polish Ministry of Agriculture and Food Economy's Agricultural Advisory Services was a pioneering effort in staff and organizational development utilizing people-to-people approach and hands-on learning while doing.

The overwhelming success of the project in reaching its objectives in Poland is well documented. The individuals involved as well as the stakeholders at national, regional, and local levels all attest to the profound changes brought about by the modeling and guidance of the U.S. personnel. But equally important to our national economy and social-political development, is the ability of practitioners such as these, to communicate and gain support from the American public for technical cooperation. The question is how has the U.S. benefited from technical assistance involvement in Poland? Thus, the purpose of this evaluative study is to document a range of impacts, both positive and negative, on the participants involved in the overseas technical cooperation, and to assess the depth and breadth of benefits that participation has had on the organizations and communities in the U.S. from which they are based.

*Qualification of the investigators.* Dr. Donald E. Evans is associate professor in the Department of Agricultural and Extension Education, The Pennsylvania State University. He has a Ph.D. degree in industrial education. He is familiar with survey type of research, and has completed several research projects that dealt with agricultural and extension education, international agriculture, farming in Pennsylvania and youth development.

This study will be conducted jointly by Dr. Rama Radhakrishna, Research Associate and two graduate students—Nick Place and Nancy Crago in the Department of Agricultural and Extension Education, College of Agricultural Sciences, The Pennsylvania State University.

*Requirements for subject population.* The population for the proposed evaluative study will be all project participant and extension units involved in the project (N=114). In addition, approximately 40 individuals, both professional colleagues and community supporters associated with the participants, will be identified. These individuals will be interviewed via telephone.

*How subjects will be recruited for the study.* Descriptive survey research methods will be used to collect data for the study. The subjects will be contacted through mail and telephone. A cover letter and a questionnaire will be mailed to each of the subjects.

Random on-site visits will be conducted with PAEP participants and near-associates to gather comprehensive qualitative data to build upon the questionnaire. Contact will be made via phone with follow-up confirmation letters.

*Methodology utilized.* Those in the population will be contacted through on campus or at their home/apartment addresses by mail. They will be asked to complete a questionnaire that contains

six sections. Those selected for on-site interviews will participate in a semi-structured interview process. Each interview will take 30 to 45 minutes.

*Personnel, materials/equipment, and other resource requirements.* The personnel involved in the study will be Dr. Evans, Dr. Radhakrishna, Nick Place and Nancy Crago. Materials needed will consist of names and addresses of project participants, a printed questionnaire, a cover letter and a return addressed envelope.

*Procedure for obtaining informed consent.* The subjects will receive a cover letter outlining the purposes and objectives of the study. In addition, guidelines for completing and returning the questionnaire will also be indicated in the letter. No signed informed consent form will be used. The subject's participation in the study is strictly voluntary. The purpose of using code numbers in the questionnaire will be explained in the cover letter. All data obtained will be held strictly confidential.

*Potential risks for the subjects.* There are no physical, psychological, or social or legal risks to the subjects included in the study.

*Methods which would reduce or eliminate potential risks.* Complete anonymity will be applied. At no time will names be attached to data. Coding will be utilized to ensure confidentiality.

*Potential benefits to the subjects and/or society of the proposed research.* The potential benefits from the study are: 1) it provides an ideal opportunity to document the impacts of overseas technical cooperation on the people, institutions and opinions of the American public; 2) it will also provide a needed source of information on the evolution of public sentiments toward foreign assistance; 3) it assists in evaluating state and local extension organizational policies and strategies toward internationalization of extension; 4) it helps in legislative reviews and address accountability concerns of local, state and national policy makers; and 5) serves as a yardstick for universities and extension organizations regarding overseas technical cooperation.

*How to protect against risk during study. Storage of data.* Individual data will not be released to anyone, and they will be held in absolute confidence. Though each questionnaire is coded with an identification number to verify returned questionnaires, these numbers will not be used to identify individual responses. All results will be analyzed and reported in group or tabular form, therefore no responses will permit the identification of any participant.