

Overview

Many older adults across Contra Costa County, particularly East County, live in remote areas with restricted access to information and services. Research shows many Californians with legal problems often do not know their problem has a legal solution and are also unaware of free legal services. To better protect older adults' rights, Contra Costa Senior Legal Services (CCSLS) provides free legal advice, representation, and legal education to Contra Costa County residents aged 60 years and older.

CCSLS received a grant from the California Access to Justice Commission's Legal Aid Innovation & Infrastructure Program in March 2022. The purpose of this grant was to conduct a survey of older adults across Contra Costa County to learn about barriers to accessing legal services as well as how best to reach older adults in need of legal services. CCSLS engaged Harder + Company Community Research to help conduct this older adult community survey. The survey was disseminated via multiple methods (email distribution, flyers with QR codes, mailed surveys) and languages (English and Spanish) to reach a diverse audience from across the county. A total of 1,029 surveys were completed. The information gleaned from this survey will inform CCSLS's future outreach and engagement strategies, as well as program and service offerings.

This toolkit includes a summary of the older adult community survey methods, analytic and reporting approach, recommendations to consider when conducting similar surveys in the future, and copies of the survey questions, outreach flyer, and report brief. We encourage other legal aid and safety net organizations to use these findings and the tools as desired.

ToolKit Contents

- Methods
- Analytic and Reporting Approach
- Recommendations for future surveys
- Survey Questions
- Outreach Flyer
- Report Brief





Methods

The CCSLS Older Adult Community Survey was developed to collect quantifiable data from adults aged 60 and older who live in Contra Costa County. The survey was administered between August 2022 and January 2023 and was completed by a total of 1,029 older adults.

Most surveys (n=783) were completed online. The survey contained questions about awareness and utilization of CCSLS services, challenges accessing services, and survey respondent demographic characteristics. The following strategies helped ensure the data collection approach was culturally and linguistically relevant and considered the unique needs of older adults in Contra Costa County:

- The survey was available in English and Spanish.
- Respondents had the option to complete the survey online (via Qualtrics) or via paper and pencil. Hard copy surveys were entered by the data collection team into Qualtrics.
- CCSLS collaborated with other older adult-serving organizations to help distribute the survey. For example, flyers were shared with a QR code and link to the online survey (see Appendix). Additionally, surveys were printed, and postage-paid return envelopes were mailed to older adults in the county.
- Emails were sent to adults aged 60 years and older with a link to the online survey (email addresses were purchased from <u>SeniorSourceList.com</u>, a provider of senior mailing and telemarketing).
- The survey was formatted using fonts and colors that were accessible to individuals with vision impairments. Additionally, the online survey was available with a black background and used white font to emulate dark mode.
- Demographic questions were intentionally included at the end of the survey to avoid stereotype threat or discomfort for the respondent. In addition, all of the questions were optional and each question included a "decline to answer" response.
- Survey respondents had the option to be entered into a raffle to win one of twenty \$25 Target gift cards as an incentive.

Survey Tips

- Develop clear and measurable research questions that document what you want to learn from your project.
- Ensure data collection tools are **culturally relevant**, including pilot testing tools, translating them into the languages spoken by the community(-ies), making them available in different formats (e.g., online, paper and pencil), and using different fonts and symbols to increase readability.
- Be flexible to changing data collection methods in response to shifting circumstances and challenges. Being flexible is also critical to ensure the evaluation approach is culturally responsive and inclusive of all perspectives.
- Review literature to identify if data collection tools already exist that could inform your methodology.
- Collect data about the **demographic characteristics** of your respondents to identify if particular groups of people significantly varied in their responses.



Analytic and Reporting Approach

The research team used several strategies to clean and analyze the data followed by summarizing the data for reporting. Analyses included preparing an analysis plan that documented differences in the data by respondent characteristics such as race/ethnicity, gender identity, and disability status. The analyses were summarized in a 2-page brief and slide deck.

Track response rates in real time. To track the number of submitted online survey responses, we created a <u>report</u> in Qualtrics. This report provided real-time updates on the number of submitted online survey responses. We also included preliminary highlights and demographics of the respondents to provide CCSLS a preview of the results and identify any targeted outreach needed based on the demographic characteristics of the survey respondents.

Exclude responses that did not fit criteria. Part of the survey cleaning process included removing individuals that did not fit the priority audience criteria or did not fully complete the survey. The priority audience for this survey were individuals that lived in Contra Costa County and were 60 years old or older. Anyone in the survey who reported a zip code that fell outside Contra Costa County and/or indicated that they were under 60 years old were excluded from the analysis. The number of questions that respondents skipped were counted and anyone that did not complete 75% or more of the survey were excluded from the analysis.

Examine data trends by demographic characteristics. Data were examined by racial/ethnic identity, gender identity, disability status, language, age, and income to assess any differences in responses. When the sample size was too small to allow for comparisons across categories, data were aggregated into more broad categories to increase the stability of the data.

Test for significance. To understand how different groups of people responded to questions, we conducted statistical tests. If the p-value value was less than our significance level (at 0.05), we noted it was statistically significant, meaning that an effect exists. However, it does not take account of practical significance (e.g., whether this effect has practical implications). When we interpreted statistically significant results, we applied our subject area knowledge and experiences to unpack why there might be an effect and which systems might be causing this effect, to determine if effects were also practically significant.

Compare findings to the Census. The demographic characteristics of the survey respondents were compared to the Census to explore the extent to which they reflected the Contra Costa population overall.

Report findings back to CCSLS. To communicate the survey findings, we created a two-page report brief and accompanying slide deck. These deliverables highlighted the findings of the survey, key differences by respondent characteristics, and recommendations for CCSLS to move forward based on the results. We spent time to ensure the deliverables were easy to read and follow by considering font size, colors, and the use of infographics.



Recommendations for Future Surveys

Throughout the data collection and analysis process, the research team discussed key lessons learned and recommendations to consider when conducting similar surveys in the future.

Explore methods to reach a diverse group of older adults. While this survey was completed by older adults that overall reflected county demographics, future projects may want to consider oversampling older adults who are historically hard to reach (e.g., individuals who don't speak English, live in remote areas of the county, are low-income, etc.). This could include conducting in person data collection (with translators) at events where older adults gather, such as senior centers, food distribution sites, and health fairs. Though this mode requires quite of bit of resources (time, budget, etc.), older adults may find it useful to have someone read the survey aloud to them. This also allows for the survey respondent to ask questions for anything that is unclear.

Consider additional survey options for individuals with disabilities. Nearly one-quarter of the survey respondents reported having a disability. Older adults and individuals who identify as having a disability may have nuanced challenges, notably with accessibility, that researchers should attune to. These issues may include: issues with mobility (including hand mobility for writing) for handwritten responses; problems with vision or illiteracy, and other needs for people who identify as having a disability. Ways to address these nuanced challenges can include using large fonts for surveys, having large spaces in between questions (especially for write-in responses), and data collectors having the informed training to read the questions aloud to respondents and/or provide support by walking the respondent through each question.

Collect data about sexual orientation and gender identity. Even for an older adult survey, this information is vital to better understand and serve this population. In addition, sexual orientation and gender identity data collection requirements are being implemented at state, local, and federal levels.

Discuss relevant terminology for referring to adults aged 60 and older.

There is not consensus about the preferred term(s) to refer to adults aged 60 and older. In addition, some of the terms are biased and can evoke negative stereotypes of older adults (e.g., elder, seniors, etc.). Reading the literature and talking to individuals about preferred terminology can help ensure the survey uses appropriate and relevant language.

Appendix

1) Survey Questions

English Survey Questions

Below is a table that includes the survey questions and response options.

Survey Question	Response Options
Awareness of services and programs	
Are you aware of any of the programs and services offered by Contra Costa Senior Legal Services?	o Yes, I have received their services. o Yes, I am aware of them but haven't received their services. o No, I am not aware of them.
Are you aware of any free services available to seniors in Contra Costa County, such as transportation, food and nutrition, caregiver support, and tax preparation?	o Yes, I have received their services. o Yes, I am aware of them but haven't received their services. o No, I am not aware of them.
Where do you usually get information about local community events, programs, or services? (Select your top three sources)	 o 311 o AARP o Aging and Adult Services (County Agency) o City newsletters o Community centers o Doctor/health care provider/clinics o Friend/family members o Internet searches o Newspapers o Radio o Religious institutions (e.g., church, temple, mosque) o Senior centers o Social media o Television o Word of mouth o Another source (please explain):
Need for services and programs	
Preparing an Advance Health Care Directive (a document that includes your health care wishes, including a designated person to make health care decisions if you are unable)	o Yes o No o I am already receiving help for this
Do you need help with any of the following?: Preparing a Durable Power of Attorney (a document that allows you to appoint a person to handle your financial affairs if you are unable)	o Yes o No o I am already receiving help for this
Do you need help with any of the following?: Preparing a will (a document that explains what you want to happen with your property at the time of your death)	o Yes o No o I am already receiving help for this
Do you need help with any of the following?: Debt protection (defending against lawsuits from debt collectors, providing advice and information on debtors' rights, assistance with Federal Student Loan forgiveness)	o Yes o No o I am already receiving help for this
Do you need help with any of the following?: Elder abuse (assisting with identity theft, fraud, or scams)	o Yes o No o I am already receiving help for this

Do you need help with any of the following?: Housing issues (evictions, issues with publicly subsidized housing, utility shut offs, poor housing conditions)	o Yes o No o I am already receiving help for this
Do you need help with any of the following: Public benefits (enrolling in SNAP, SSI, or CalFresh)	o Yes o No o I am already receiving help for this
Do you need help with any of the following?: Other legal services (please explain):	o Yes o No o I am already receiving help for this
What challenges did you face the last time you tried to receive social services? (Select all that apply)	 o I didn't have transportation/services are too far away. o I didn't have someone to care for my partner. o It was difficult to take time off from work. o The hours were not convenient. o The services were not available in my language. o I was too young to qualify. o I was too old to qualify. o I had physical or mental health problems. o I didn't feel welcome at the service center. o I was afraid staff would mistreat me. o I could not afford the services. o I have accessibility or mobility issues. o The services that I needed were not available. o Another challenge (please explain): o I never tried to receive social services. o I didn't have any challenges.
What would help you overcome these challenges?	Open-ended
Demographics	
How often do you use the internet?	o Several times a day o Several times a week o Several times a month o Several times a year o I don't have access to the internet.
What is your current zip code?	Open-ended
How old are you?	o Under 60 years o 60 to 69 years o 70 to 79 years o 80 to 89 years o 90 years and over o Decline to answer
Which of the following best describes your racial/ethnic identity? (Select all that apply)	o American Indian/Alaska Native o Asian o Arab/Middle Eastern o Black/African American o Latino/a/x/Hispanic/Chicano o Native Hawaiian/Other Pacific Islander o White o Another racial/ethnic identity (please explain): o Decline to answer
Which of the following best describes your current gender identity?	o Man o Woman o Transgender woman o Transgender man o Genderqueer/Non-Binary o Questioning or unsure of gender identity
	o Another gender identity (please explain): o Decline to answer

Which of the following best describes your current sexual orientation?	o Asexual o Bisexual o Gay o Heterosexual / Straight o Lesbian o Pansexual o Questioning / Unsure o Queer o Another sexual orientation (please explain): o Decline to answer
Which language(s) do you speak? (Select all that apply)	o Chinese - Mandarin o Chinese - Cantonese o English o Hindi o Spanish o Russian o Persian o Tagalog o Vietnamese o Another language (please explain): o Decline to answer
Which best describes your current living situation?	 o Apartment/house that you own or rent o Live in a friend or family member's apartment or house o Hotel/motel that you pay for o Mobile Home o Homeless (including living in a place not meant for human habitation such as a car, park or street; homeless shelter; hotel or motel paid for by a third party agency; couch surfing) o Residential treatment, inpatient or substance abuse/addiction treatment facility o Another living situation (please explain): o Decline to answer
Which of the following best describes your employment status?	o Employed, part-time or full-time o Not working and looking for a job o Not working and not looking for a job o Retired o Unable to work (e.g., disability) o Another employment status (please explain): o Decline to answer
What is your total yearly household income?	o \$0 - \$9,999 o \$10,000 - \$19,999 o \$20,000 - \$29,999 o \$30,000 - \$39,999 o \$40,000 - \$49,999 o \$50,000 - \$59,999 o \$60,000 - \$69,999 o \$70,000 - \$79,999 o \$80,000 - \$89,999 o \$90,000 - \$99,999 o \$100,000 - \$149,000 o More than \$150,000 o Decline to answer
Do you have a disability (a physical or mental impairment that substantially limits one or more major life activity)?	o Yes o No o Decline to answer

Spanish Survey Questions

Below is a table that includes the survey questions and response options distributed in Spanish.

Survey Question	Response Options
Conocimiento de los servicios y programas	
¿Conoce alguno de los programas y servicios ofrecidos por Contra Costa Senior Legal Services?	o Sí, he recibido sus servicios. o Sí, los conozco, pero no he recibido sus servicios. o No, no los conozco.
¿Conoce algún servicio gratuito disponible para adultos mayores en el condado de Contra Costa, como transporte, alimentos y nutrición, apoyo para cuidadores y preparación de impuestos?	o Sí, he recibido estos servicios. o Sí, conozco estos servicios, pero no los he recibido. o No, no los conozco.
¿Dónde suele obtener información sobre eventos, programas o servicios de la comunidad local? (Seleccione sus tres fuentes principales)	 o 311 o AARPA o Boletines informativos de la ciudad o Centros comunitarios o Médico/proveedor de atención médica/clínicas o Amistades/familiares o Búsquedas en Internet o Periódicos o Servicios para adultos y personas mayores (agencia del condado) o Radio o Instituciones religiosas (p. ej., iglesia, templo, mezquita) o Centros para adultos mayores o Redes sociales o Televisión o Boca a boca o Otra fuente (explique):
Necesidad de servicios y programas	
¿Necesita ayuda con algunas de las siguientes cosas?	
Preparación de una Directiva anticipada de atención médica (un documento que incluye sus deseos de atención médica, lo que incluye una persona designada para tomar decisiones de atención médica si usted no puede hacerlo)	o Sí o No o Ya estoy recibiendo ayuda para esto
Preparación de un Poder notarial duradero (un documento que le permite nombrar a una persona para que maneje sus asuntos financieros si usted no puede hacerlo)	o Sí o No o Ya estoy recibiendo ayuda para esto
Preparación de un testamento (un documento que explica lo que desea que suceda con su propiedad al momento de su fallecimiento)	o Sí o No o Ya estoy recibiendo ayuda para esto
Protección contra deudas (defensa contra demandas de cobradores de deudas, entrega de asesoría e información sobre los derechos de los deudores, asistencia con la condonación de préstamos estudiantiles federales)	o Sí o No o Ya estoy recibiendo ayuda para esto

Abuso de personas mayores (asistencia con robo de identidad, fraude o estafas)	o Sí o No o Ya estoy recibiendo ayuda para esto
Problemas de vivienda (desalojos, problemas con viviendas subsidiadas públicamente, cortes de servicios públicos, malas condiciones de vivienda)	o Sí o No o Ya estoy recibiendo ayuda para esto
Beneficios públicos (inscripción en SNAP, SSI o CalFresh)	o Sí o No o Ya estoy recibiendo ayuda para esto
Otros servicios legales (explique)	o Sí o No o Ya estoy recibiendo ayuda para esto
Si corresponde, ¿qué dificultades enfrentó la última vez que intentó recibir servicios sociales? (Seleccione todas las opciones que correspondan).	 o No tenía transporte/los servicios están demasiado lejos. o No tenía a nadie que cuidara a mi pareja. o Era difícil ausentarme del trabajo. o El horario no era conveniente. o Los servicios no estaban disponibles en mi idioma. o Yo era demasiado joven para calificar. o Yo era demasiado mayor para calificar. o Tuve problemas de salud física o mental. o No me sentí bienvenido(a) en el centro de servicio. o Tenía miedo de que el personal me maltratara. o No podía pagar los servicios. o Tengo problemas de accesibilidad o movilidad o Los servicios que necesitaba no estaban disponibles. o Otra dificultad (explique): o Nunca intenté recibir servicios sociales. o No tuve ninguna dificultad.
Si ha tenido una o más dificultades, ¿qué le ayudaría a superarlas?	o Respuesta abierta
Demográficas	
¿Con qué frecuencia usa Internet?	o Varias veces al día o Varias veces a la semana o Varias veces al mes o Varias veces al año o No tengo acceso a Internet.
¿Cuál es su código postal <u>actual</u> ?	o Respuesta abierta o No desea responder
¿Cuántos años tiene?	o Menos de 60 años o Entre 60 y 69 años o Entre 70 y 79 años o Entre 80 y 89 años o 90 años o más o No desea responder
¿Cuáles de las siguientes opciones describen mejor su identidad racial/étnica? (Seleccione todas las opciones que correspondan).	o Amerindio(a) o nativo(a) de Alaska o Asiático(a) o Árabe o de Oriente Medio o Negro(a)/afroamericano(a) o Latino(a)/Hispano(a)/Chicano(a) o Nativo(a) de Hawái/otra isla del Pacífico o Blanco(a) o Otra identidad racial/étnica (explique): o No desea responder

¿Cuáles de las siguientes opciones describen mejor su identidad de género?	o Hombre o Mujer o Mujer transgénero o Hombre transgénero o Genderqueer/No binario(a) o Se cuestiona o no está seguro(a) de su identidad de género o Otra identidad de género (explique): o No desea responder
¿Cuáles de las siguientes opciones describen mejor su actual orientación sexual?	o Asexual o Bisexual o Gay o Heterosexual o Lesbiana o Pansexual o Se cuestiona/No está seguro(a) o Queer o Otra orientación sexual (explique): o No desea responder
¿Qué idiomas habla? (Seleccione todas las opciones que correspondan).	o Chino (mandarín) o Chino (cantonés) o Inglés o Hindi o Español o Ruso o Persa o Tagalo o Vietnamita o Otro idioma (explique): o No desea responder
¿Qué opción describe mejor su situación de vida <u>actual</u> ?	 o Apartamento/casa que usted posee o alquila o Vive en el apartamento o la casa de una amistad o familiar o Hotel/motel que usted paga o Casa rodante o Personas sin hogar (lo que incluye vivir en un lugar que no está destinado a la vivienda humana, como un automóvil, parque o calle; refugio para personas sin hogar; hotel o motel pagado por una agencia externa; de sofá en sofá) o Centro de tratamiento residencial o de tratamiento para pacientes hospitalizados o por abuso de sustancias/adicción o Otra situación de vida (explique): o No desea responder
¿Cuál de las siguientes opciones describe mejor su situación laboral?	o Empleado(a) a tiempo parcial o completo o No está trabajando y está buscando trabajo o No está trabajando y <u>no</u> está buscando trabajo o Jubilado(a) o No puede trabajar (p. ej., discapacidad) o Otra situación laboral (explique): o No desea responder
¿Cuál es el ingreso total anual de su hogar?	o De \$0 a \$9,999 o De \$10,000 a \$19,999 o De \$20,000 a \$29,999 o De \$30,000 a \$39,999 o De \$40,000 a \$49,999 o De \$50,000 a \$50,999 o De \$60,000 a \$60,999 o De \$70,000 a \$70,999 o De \$80,000 a \$80,999

	o De \$90,000 a \$90,999 o De \$100,000 a \$149,000 o Más de \$150,000 o No desea responder
¿Tiene una discapacidad (un impedimento físico o	o Sí
mental que limita sustancialmente una o más	o No
actividades importantes de la vida)?	o No desea responder

2) Outreach Flyer

English Outreach Flyer

We want to hear from you!

Take a short survey to improve senior services.

SCAN this QR code with your phone to get started



Or visit: https://tinyurl.com/CCSLSSurvey



Complete the survey and be entered to win a \$25 gift card!



iNosotros queremos saber de <u>ti</u>!

Complete una breve encuesta para mejorar los servicios para personas mayores.

Escanee este código QR con su teléfono para comenzar



O visite: https://tinyurl.com/CCSLSSurveyES



iComplete la encuesta y participe para ganar una tarjeta de regalo de \$25!

CONTRA COSTA

Contra Costa Senior Legal Services Older Adult Community Survey | Key Findings

Overview. Many seniors across Contra Costa County, particularly East County, are in remote areas with restricted access to information and services. According to research studies, many Californians with legal problems do not know their problem has a legal solution or are completely unaware of free senior legal services. To better protect older adults' rights, Contra Costa Senior Legal Services (CCSLS) provides free legal advice, representation, and legal education to the residents of Contra Costa County aged 60 years and older.

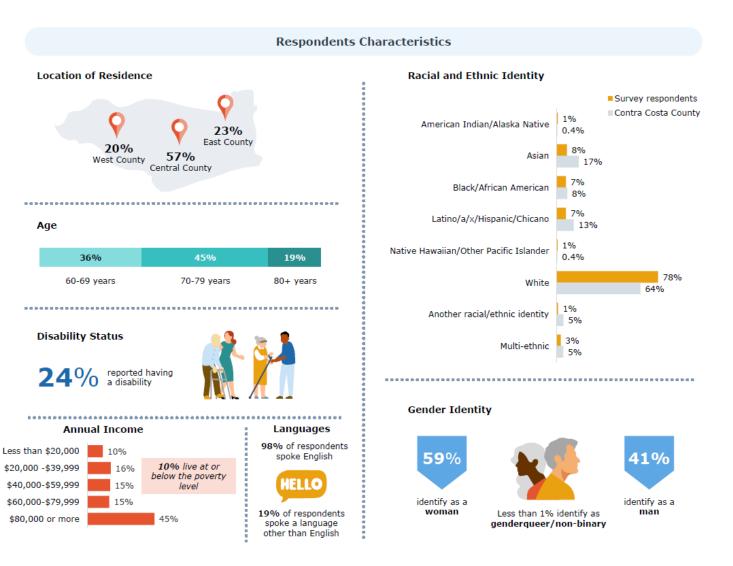
To understand more about older adults' legal needs, awareness of available services, and barriers to accessing services, CCSLS contracted with Harder+Company Community Research to develop an older adult community survey. The purpose of the survey was to gather information that could inform CCSLS's future outreach and engagement strategies, and program and service offerings.

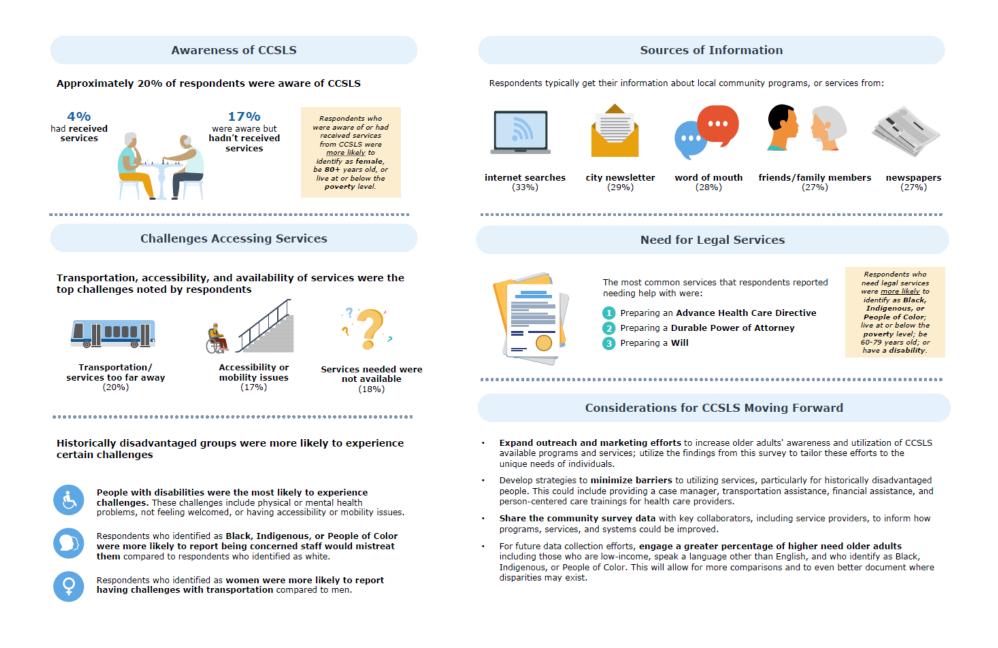
This summary presents key findings from the survey that was completed between August 2022 and January 2023 by a total of 1,029 older adults across Contra Costa County.

*When possible, respondent demographics were compared to the 2020 Census data for adults aged 60 and older.



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Encuesta a la comunidad de adultos mayores de Contra Costa Senior Legal Services | Principales conclusiones

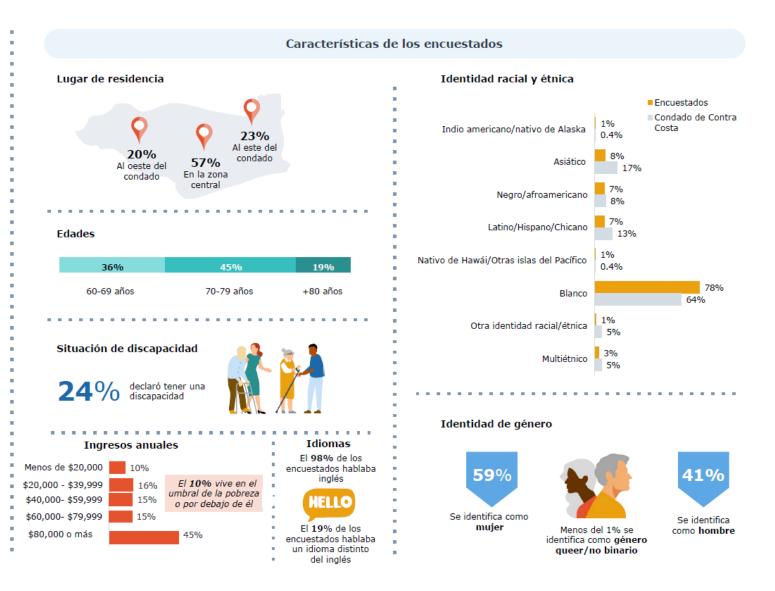
Resumen. Muchas personas mayores del condado de Contra Costa, en particular del este del condado, se encuentran en zonas remotas con acceso restringido a información y servicios. Según estudios de investigación, muchos californianos con problemas legales no saben que su problema tiene una solución legal o desconocen por completo los servicios legales gratuitos para adultos mayores. Para proteger mejor los derechos de los adultos mayores, Contra Costa Senior Legal Services (CCSLS) ofrece asesoramiento jurídico gratuito, representación y educación legal a los residentes del Condado de Contra Costa mayores de 60 años.

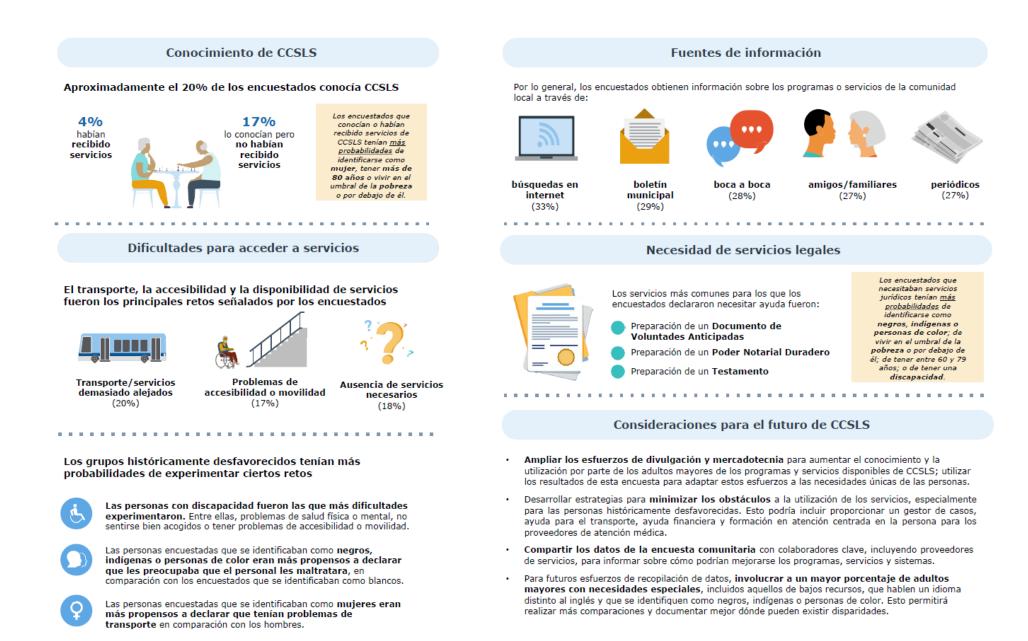
Para comprender mejor las necesidades legales de los adultos mayores, el conocimiento de los servicios disponibles y las barreras para acceder a los servicios, CCSLS contrató a Harder+Company Community Research para desarrollar una encuesta en la comunidad de adultos mayores. El propósito de la encuesta era recopilar información que pudiera servir de base para las futuras estrategias de divulgación y participación de CCSLS, así como para las ofertas de programas y servicios.

Este resumen presenta los hallazgos clave de la encuesta que fue completada entre agosto de 2022 y enero de 2023 por un total de 1,029 adultos mayores en todo el Condado de Contra Costa.

*Siempre que fue posible, los datos demográficos de los encuestados se compararon con los datos del Censo de 2020 para adultos de 60 años o más.







康特拉科斯塔高级法律服务老年人社区调查 | 主要发现

概述.康特拉科斯塔县,特别是东郡的许多 老年人都生活在较为偏远地区,他们获取信 息和服务的机会也比较有限。根据研究表明 ,许多面临法律问题的加州居民并不知道可 以通过法律手段解决他们的问题,或者完全 不了解免费的高级法律服务。为了更好地保 护老年人的权利,康特拉科斯塔高级法律服

务(CCSLS)为康特拉科斯塔县60岁及以 上的居民提供免费的法律咨询、代理和法律 教育。

为了更多地了解老年人的法律需求、对现有 服务的认识以及获得服务时所遇到的障碍, 康特拉科斯塔高级法律服务与努力+公司社 区调查签订了合同,制定了一项老年人社区 调查。调查的目的是收集信息,为康特拉科 斯塔高级法律服务未来的外联和参与战略以 及计划和服务提供信息。

本摘要介绍了康特拉科斯塔县1029名老年 人在2022年8月至2023年1月期间完成的 调查的关键发现。

*在可能的情况下,将受访者的人口统计数据与 2020年60岁及以上成年人的人口普查数据进行比 较。



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