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November 4, 2008

Name
Title
Organization
Address 1
Address 2
City, State, Zip

Dear :

Mathematica Policy Research, Inc. (MPR) is conducting a study of the SSI/SSDI Outreach, Access and Recovery (SOAR) initiative. The goal is to describe how states have implemented SOAR. MPR is collecting information from individuals who have participated in the SOAR training. This information will help policy makers and practitioners understand how SOAR works and areas where SOAR could be modified to better serve clients. The study is sponsored by the U.S. Department of Health and Human Service, Office of the Assistant Secretary for Planning and Evaluation (ASPE), Health Resources Services Administration (HRSA), and Substance Abuse and Mental Health Services Administration (SAMHSA).

In the next few months, two members from the MPR team will conduct an in-person visit to your state to talk with program administrators and staff who have been involved with SOAR. During the visit, we plan to conduct a focus group discussion with case managers who have received SOAR training. The purpose of the discussion is to understand what participants thought of the training and to gather information about their experiences using the skills taught in the training. The discussion will last approximately 90 minutes.

While your employer is aware of this project and is supportive of your participation, *your participation is strictly voluntary and is not required by your employer or the federal agencies sponsoring this project.* You will not be penalized in any way for deciding to participate or not to participate. If you do participate, your opinions on the training will be protected. The study report will include only summary information from the discussion and not individual responses that can identify individual participants.

Your participation in the group discussion will provide valuable information that will help to determine how SOAR could be improved and expanded. Please feel free to contact me at 202-484-5266 or jkauff@mathematica-mpr.com if you have any questions or concerns. Thank you in advance for your cooperation and contribution to this important effort!

Sincerely,

An Affirmative Action/Equal Opportunity Employer