

DATE

Name

Street Address

City, State ZIP

Phone Number

Dear RESPONDENT.

Last year, when you enrolled in the Young Parents' Demonstration Program, [INSERT PROGRAM NAME], you agreed to participate in a research study. The study is funded by the U.S. Department of Labor to learn more about the experiences and outcomes of program participants. Abt Associates, private research firm, is conducting the study.

We would like to talk with you about your experiences since you left the [INSERT PROGRAM] program. Any information you provide to us for the study is kept private to the extent allowed by law. An interviewer will call you around [INSERT DATE] to conduct a 20 minute survey on the phone. Your answers will never be shared with the [INSERT PROGRAM] program, and your personal information will never be published in a report. Your participation is completely voluntary. You can choose not to answer any question for any reason. As a reminder you will receive \$15 when you complete the survey.

To help make sure that we can reach you for the follow-up interview, we want to make sure that we have your most up-to-date phone and address. Listed at the top of this letter are the address and phone number we have for you in our records. If there is a better phone number or address where you can be reached or if you have plans to move in the future, please complete the enclosed contact information card with your new address and phone number and return it to us in the postage-paid envelope enclosed with this letter. Or you can call us toll free at **1-866-xxx-xxxx** to update your information, or if you have questions. If the address and phone number listed at the top of this letter are up-to-date, please check the box on the enclosed contact information card that says "Check if no changes to present information" and return it to us in the postage-paid envelope enclosed.

Thank you in advance for your help with our study.

Sincerely yours,

Julie Pacer

Senior Project Director