

Appendix B-5:
Sponsor Cover Letter



ADMINISTRATION FOR
CHILDREN & FAMILIES

Administration for
Children & Families

370 L'Enfant Promenade, S.W.
Washington, D.C. 20447

www.acf.hhs.gov

I am writing to invite you to participate in the *Family and Provider Relationship Quality* (FPRQ) study, also known as the *Family and Early Care and Education Relationship Study*. The FPRQ study is sponsored by the Administration for Children and Families (ACF), which is an agency within the U.S. Department of Health and Human Services (DHHS). The purpose of the study is to develop a survey that programs, parents, and administrators can use to measure the quality of the relationships between families and their child care providers/teachers. This will help programs and parents build stronger child care and early education programs, which in turn will help make sure that infants, toddlers, and preschoolers are getting the best care and education possible.

The FPRQ study will gather information from parents, child care providers, teachers, and program directors to better understand how families and the people who care for and teach their young children work together. We are also working to make sure that the survey will be appropriate for use in different types of early care and education settings, including Head Start and Early Head Start programs, center-based child care programs, pre-k classrooms, and family child care programs. Therefore, recruiters for the study will be visiting a variety of types of early care and education programs in early 2013 to find parents, providers, and program directors willing to participate in our study by completing the survey.

I sincerely hope you will help us create the best surveys possible by volunteering to participate in the FPRQ study. I know from personal experience that participating in these kinds of studies can be challenging given the many demands on your time, and so I am especially grateful for your assistance with our project.

If you have any questions about the FPRQ study or your participation, please call Westat toll free at 1-800-xxxx or email ____ at _____. Information about the FPRQ is also available on the Office of Planning, Research, and Evaluation (OPRE) website at http://www.acf.hhs.gov/programs/opre/other_resrch/fprq/overview.html#overview.

Cordially,

Nancy Geyelin Margie, Ph.D.
Research Fellow
Office of Planning, Research, and Evaluation
Administration for Children and Families



ADMINISTRATION FOR
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U.S. Department of Health and Human
Services

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The office of Management and Budget has approved the data collection under OMB #XXXX-XXXX. OPRE is authorized to conduct this study under Section 649 of the Head Start Act, as amended by the Improving Head Start for School Readiness Act of 2007, codified at 42 United States Code (U.S.C.) 9844.

OMB No.: XXXX-XXXX Expiration date: XX/XXXX