



[DATE]

MATHEMATICA Policy Research

Dear [NAME]:

About a year and a half ago, you agreed to participate in the Job Training Evaluation (Green Jobs Health Care Impact Evaluation), a study sponsored by the Employment and Training Administration within the U.S. Department of Labor. The study is being conducted by Abt Associates and Mathematica Policy Research. At the time you agreed to participate in the study, you were assigned to one of two groups: 1) a group that receives job training services, or 2) a group that does not receive job training services. A lottery was used to ensure that the assignments to the two groups were conducted fairly. Participation in the study involves completing a telephone survey about various topics including your education, job training, work experience, household activities, and other topics. You will be called to participate in the survey at 18 months and 36 months after you agreed to participate in the study. You will receive \$25 as a thank you for completing each survey.

Within the next few weeks, an interviewer from Mathematica will call you to set up an appointment to complete the telephone survey at this 18 month (year and a half) mark. The survey will take approximately 40 minutes to complete. Participation is voluntary, but we hope that you will complete the survey, as your participation will help the U.S. Department of Labor better understand how training and education programs are working to help individuals improve their skills, and find employment.

Your individual responses to the survey will be kept private and no personal information will be shared with the U.S. Department of Labor, the Employment and Training Administration, or any other government agency unless required by law.

According to our records, the telephone number you provided at the time you agreed to participate in the study was [(xxx) xxx-xxxx]. If your number has changed, please call 1-8xx-xxx-xxxx, toll-free, at your earliest convenience to provide us with your current telephone number. If you have any questions about the interview, please also use this toll-free number and ask for George Johnson.

Thank you in advance for completing this survey and for your help with this important study. We look forward to speaking with you very soon.

Sincerely,

Derekh Cornwell
Survey Director

Public Burden Statement: An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The OMB control number for conducting these follow-up surveys is xxxx-xxxx. Public reporting burden for completing this telephone survey is estimated to be 40 minutes.