

To: Brenda Aguilar, Office of Information and Regulatory Affairs (OIRA); Office of Management and Budget

From: Office of Planning, Research and Evaluation (OPRE); Administration for Children and Families (ACF)

Date: February 3, 2014

Re: Update to generic clearance (0970-0355)

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In November 2013, we received approval to conduct cognitive interviews under our generic clearance (0970-0355) for the Family Provider Relationship Quality project. We have had some difficulty recruiting Family Service Workers in Head Start programs to participate in the cognitive interviews. Particularly, we are struggling to reach Family Service Workers in order to share details about the study. To improve recruitment efforts, we plan to send an email to Head Start Directors asking for their assistance in recruiting Family Service Workers within their program. The Head Start Directors have direct contact with Family Service Workers and can share the study information and recruitment flyer with possible participants.

Attachment A: Email to Head Start/Early Head Start Directors for Recruitment of Family Service Workers for Cognitive Interviews

Attachment B: Recruitment Flyer for Family Service Worker Cognitive Interviews