

EVALUATION OF DEMONSTRATION PROJECTS TO END CHILDHOOD HUNGER (EDECH)

IN-DEPTH INTERVIEW RECRUITMENT CALL SCRIPT

RECRUIT 320 PEOPLE TO INTERVIEW 80

Public reporting burden for this screener is estimated to average 15 minutes per response. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: U.S. Department of Agriculture, Food and Nutrition Services, Office of Research and Analysis, 3101 Park Center Drive, Room 1014, Alexandria, VA 22302 ATTN: PRA (XXXX-XXXX).

ASK FOR PERSON NAMED ON RECRUITMENT LIST

IF RECRUITED RESPONDENT IS NOT IN, ASK WHEN MIGHT BE A GOOD TIME TO REACH HER/HIM. LEAVE A MESSAGE (WITH THE PERSON WHO ANSWERS OR ON A VOICE MESSAGE) WITH YOUR NAME AND CONTACT INFORMATION AND SAY IT IS ABOUT AN INTERVIEW FOR A STUDY ON PILOT PROJECTS TO IMPROVE ACCESS TO HEALTHY FOOD AND REDUCE HUNGER AMONG CHILDREN.

Hello. My name is _____, and I'm calling from Mathematica Policy Research, a private research organization in [Washington, DC]. May I please speak with [MR/MS FIRST NAME, LAST NAME]?

Hi, [MR/MS LAST NAME]. We are conducting a study for the U.S. Department of Agriculture, Food and Nutrition Service on [RECOGNIZABLE NAME OF DEMONSTRATION PROJECT]. We are a private research organization and are not from any agency that is directly involved with [RECOGNIZABLE NAME OF DEMONSTRATION PROJECT].

You completed a telephone survey for this study in [MONTH, YEAR]. We are contacting you today because you indicated on that survey that you would be willing to participate in an interview with us to discuss your perceptions and experiences related to feeding your child(ren) and household while making ends meet. This research will help the government better understand how to help families improve children's access to nutritious food. If you choose to participate in the interview, you will receive a \$50 gift card as a token of our appreciation.

Let me assure you that this is not a sales call. In speaking with you today, I would like to explain the purpose of the interview and, if you are able to participate, schedule a date and

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time for the interview. We will not be holding the interview today. The interview will be held in-person on another day.

May I continue to explain the purpose of the interview?

- Yes..... **SKIP TO “PURPOSE OF THE STUDY”**
- No..... **CONTINUE**

Is there a better time to call you back to see whether you might be interested in participating in the interview and receiving the \$50 gift card?

- Yes..... **CONTINUE**
- No..... **THANK AND TERMINATE**

Great! What numbers can I reach you at and when is the best time to call?

HOME PHONE: _____

CELL PHONE: _____

WORK PHONE: _____

OTHER GOOD CONTACT PHONE NUMBER (e.g., a relative, friend):

BEST TIMES TO CALL: _____

THANK AND TERMINATE.

INVITATION

Purpose of the Study: The purpose of this study is to learn how [RECOGNIZABLE NAME OF DEMONSTRATION PROJECT] and other efforts like it are working and how they have affected the families and children they were designed to help. We would like to talk to you about your experiences purchasing and preparing meals, eating habits and behaviors, household size, circumstances that might make it difficult to access food, and your experience participating in nutrition assistance programs such as [RECOGNIZABLE NAME OF DEMONSTRATION PROJECT].

Benefits: Your contribution to this study is very important and will help improve these programs for families like yours. Immediately following the interview, you will receive a \$50 gift card as a token of appreciation for speaking with us.

Participation: You are being asked to participate in one *in-person* interview. Your participation in this study is voluntary and you may decline to answer any question you do not want to answer. The interview will last approximately 90 minutes and will occur at a time and place of your choosing during the month of [MONTH]. The interview will be led by a colleague from my company, Mathematica.

Protection of Privacy: The responses you give will not be shared with anyone outside of our research team, except as required by law. Your participation or answers to questions

will **not** affect any benefits you receive from the government. Nobody from the [AGENCIES ADMINISTERING AND OPERATING THE DEMONSTRATION PROJECT] will be at the discussion. We won't use your name or any other identifying information when we report the results of our study. In other words, no one will know who you are, but a lot of people will hear what you have to say.

OMB Approval. According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The number in this case is XXXXX. Any questions or concerns about this study should be sent to Danielle Berman at the *U.S. Department of Agriculture, Food and Nutrition Services, Office of Research and Analysis, 3101 Park Center Drive, Room 1014, Alexandria, VA 22302 ATTN: PRA (XXXX-XXXX).*

Do you have any other questions about participating in an interview?

Are you willing and able to participate in an interview?

- YES..... **SKIP TO "INTERVIEW SCHEDULING"**
- NO..... **CONTINUE**

Could you help me understand the nature of your concerns? [RECORD THEIR CONCERNS AND ATTEMPT TO ADDRESS THEM. IF YOU ARE UNABLE TO ADDRESS THEIR CONCERNS, THEN SAY THE FOLLOWING]. Thank you for your time today! Have a great day. Goodbye.

INTERVIEW SCHEDULING

Great! We're thrilled to have you participate in the interview! We would like to schedule the interview now, to take place during the week of [MONTH, DAY].

1. **Interview time.** What day and time is best for you?

- Respondent provides a day and time..... **CONTINUE TO 1a**
- Respondent is not available that week..... **SKIP TO 1c**

INTERVIEWER: TIME SLOTS ARE [TIME SLOT1, TIME SLOT2, AND TIMESLOT3]. TRY TO USE THOSE TIMES. IF RESPONDENT CANNOT MEET AT THOSE EXACT TIMES, FOLLOW THE GUIDELINES BELOW:

	TIMESLOT1	TIMESLOT2	TIMESLOT3
For this time slot, do not schedule an appointment later than:	HH:MM AM	HH:MM PM	HH:MM PM

- 1a. INTERVIEWER: CHECK SCHEDULE FOR AVAILABILITY. WORK WITH RESPONDENT TO FIND CONVENIENT TIME, DAY, AND LOCATION.
- Appointment available.....**CONTINUE**
- Appointment not available.....**SKIP TO 1c**
- 1b. **Appointment is available:** Great. That time is available and I've added you to the schedule. You will be meeting with an interviewer from Mathematica on [REPEAT DAY AND TIME]. **GO TO 2 "Location"**
- 1c. **Appointment is NOT available during this time frame:** I'm sorry that this week is not convenient for you. Right now I'm scheduling appointments only for that week. If we conduct more interviews another week, would you be interested in participating?
- IF YES, SAY:** Great, we may call you back to schedule an interview. Thank you very much for your time today. NOTE ON CONTACT SHEET THAT RESPONDENT MAY BE INTERESTED IN FUTURE INTERVIEW.
- IF NO, SAY:** Ok, I understand. Thank you for your time.
2. **Location.** We will meet you at a location that is convenient for you. Would you prefer we meet you at your home or a nearby public location, such as [a private meeting room in a library or a conference room in a hotel]?
3. **Contact Confirmation:** We will mail you a confirmation letter which you should receive in a few days. I would just like to take a moment to make sure we have the correct contact information for you. CONFIRM **ALL** INFORMATION ON CONTACT SHEET AND MAKE CORRECTIONS ON CONTACT SHEET IF NECESSARY.
4. **Wrap-up.** A member of our team will meet with you on [MM/DD @ HH:MM – HH:MM] at [YOUR HOME/OTHER LOCATION]. [HE/SHE] will call you a day or two before the interview to introduce [HERSELF/HIMSELF] and re-confirm the day, time, and location of the interview. Before then, please contact us at our toll-free number, [XXX-XXX-XXXX] if you need to reschedule or have any additional questions. We are counting on your participation, so please be sure to call if you can't attend. Thank you very much for your time today. We look forward to meeting with you and learning about your experiences. We'll see you soon!

END CALL