

APPENDIX C:

PARTICIPANT INTERIM LETTER

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Date

Dear [Participant Name]

Thank you for agreeing in [MONTH/YEAR] to participate in the YouthBuild Evaluation! The YouthBuild Evaluation is being led by researchers at MDRC and Mathematica Policy Research. The U.S. Department of Labor and the Corporation for National and Community Service are paying for the study. By choosing to be a part of this study, you are helping us learn how to provide better services to young people like you.

In the next few months, we will invite you to participate in a survey as part of the study. Once you complete the survey, you will receive a debit card worth [\$25/\$40]<sup>1</sup>, which can be used anywhere that credit or debit cards are accepted.

We want to be sure that we can contact you to take the survey, so please let us know if your address, phone number, or email address has changed, or if you are planning on moving in the next three to six months. Please call our toll-free number (1-866-907-1936) or email us at [YouthBuildStudy@mathematica-mpr.com](mailto:YouthBuildStudy@mathematica-mpr.com) to provide new contact information. You can also use this number or email address if you have any questions about the study or the survey.

You can also find us on Facebook at [facebook.com/YouthBuildResearchProject](https://facebook.com/YouthBuildResearchProject) or follow us on Twitter: [@YBResearch](https://twitter.com/YBResearch).

Thanks again for agreeing to be a part of this important study. We look forward to hearing from you soon!

Sincerely,



Shawn E. Marsh  
Survey Director



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Facebook page!

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<sup>1</sup> The incentive amount for the 30- and 48-month follow-up surveys will be determined by the incentive experiment that is part of the 12-month follow-up survey. This letter will be revised based on the results of that experiment such that only one dollar amount is offered to all sample members.

Paperwork Reduction Act Notice: Persons are not required to respond to this collection of information unless this survey displays a currently valid OMB control number (OMB 1203-0503, expires 06/30/2018). Responding to this questionnaire, which seeks to help the U.S. Department of Labor understand how YouthBuild programs are serving disadvantaged youth, is voluntary. Public reporting burden for this collection of information is estimated to average 35 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate to Eileen Pederson, U.S. Department of Labor, Employment and Training Administration, Office of Policy Development and Evaluation, Room N-5641, 200 Constitution Avenue, NW, Washington, DC 20210.