



Child Trends
7315 Wisconsin Avenue
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Appendix F: Letter to Grantees YEARS Web-based Staff Survey

Dear 2011 Office of Family Assistance (OFA) HMRE Grantee,

Child Trends, an independent research organization, is contracting with the Administration for Children and Families in the U.S. Department of Health and Human Services to conduct a study to better understand the Healthy Marriage and Relationship Education (HMRE) services provided for youth aged 14-24. The goal of this study is to describe the organizations implementing OFA-funded HMRE programs from 2011-2015 and the youth served by these programs, and to identify promising approaches used by grantees to better serve youth in HMRE programs.

As a part of this effort, Child Trends is distributing a web-based survey to HMRE grantees funded by OFA between October 2011 and September 2015. The survey should take up to 30 minutes to complete. The survey asks about the populations you served, the types of services your programs provided, and how those services were implemented. Up to two staff from each grantee can answer the survey; we ask that one program director/administrator and one facilitator (i.e., someone who worked directly with youth) answer the survey. If you are not the program director/administrator, please send this link to the appropriate staff. If you are the program director/administrator, please send this link along to a facilitator. If you would like, Child Trends can send the link to your staff directly.

Participants will receive a \$10 Visa gift card to thank them for responding to the survey. To help ensure respondents' privacy, participants will be provided a separate link to give their contact information at the end of the survey so that they can receive their gift card.

We have attached a copy of the survey consent form to this email. This describes the survey in further detail, as well as your rights as a survey respondent. This consent form will be shown before you can begin the survey. You must agree to the terms of the consent form in order for your responses to be included in our study.

Please do not hesitate to call or email Child Trends if you have any questions about the study. You can contact our study analyst, Shelby Hickman, at (240) 223-9341 or shickman@childtrends.org.

Thank you in advance for your participation,

Mindy Scott, PhD



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NOTE: The Paperwork Reduction Act Statement: The described collection of information is voluntary and will be used to better understand the Healthy Marriage and Relationship Education (HMRE) services provided for youth aged 14-24. Public reporting burden for the collection is estimated to average 30 minutes, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information. 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. The OMB control number for this collection is XXXX-XXXX and it expires on XX/XX/XXXX.