



**Annalee Kelly**  
FACES Survey Director

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[DATE]

[PARENT NAME]  
[PARENT ADDRESS]

Dear [PARENT]:

Last fall, you and your child took part in the Head Start Family and Child Experiences Survey 2014–2018 (FACES). This study aims to help Head Start improve its services to children and families with young children. It is funded by the Administration for Children and Families, U.S. Department of Health and Human Services. Mathematica Policy Research, an independent research firm, is conducting the study.

As part of this study, this spring we invite you to complete a survey about you and your child [like the one you took part in last fall]. The survey is available in English and in Spanish. You can take it online or by phone. If you do not have internet access, you can complete the survey at your child's Head Start center during the week the FACES data collection team is present. To take it by phone, please call 1-844-807-6007 toll free. Please also call this number if you need to take the survey in a language other than English or Spanish. **The survey will take about 25 minutes to complete. After you complete the survey, as a thank you, we will send you a \$15 gift card. If you complete the survey within two weeks of being asked to do so, you will receive an additional \$5. If you complete the survey on the web, you will receive an additional \$5. Therefore, if you complete the survey on the web within the first two weeks, you could receive a total of \$25.**

To take the survey online, go to <http://parent.faces-2014.org>

Use the log-in ID and password shown below:

Log-in ID: [Log-in]

Password: [Password]

Please complete the survey as soon as you can. Here are some points to keep in mind:

- Your answers will be kept private to the extent permitted by law. We will only report results for groups. We will never report details that identify you, your child, or your child's Head Start program.
- Taking part in FACES is up to you. There is no penalty if you withdraw. There are no risks from taking part in the study. However, you may be asked sensitive questions. You may choose not to answer those questions, though.
- This study will not affect the Head Start services you and your child receive. No one from Head Start will see your answers.

If you have questions about FACES, please call Felicia Parks at 1-844-807-6007. This call is free. To learn more about FACES, visit the FACES website at <http://www.acf.hhs.gov/programs/opre/hs/faces>.

**Thanks again for taking part in FACES.**

Sincerely,

Annalee Kelly

Paperwork Reduction Act Statement: The referenced collection of information is voluntary. 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 0970-0151 and it expires 02/28/2018. The time required to complete this collection of information is estimated to average 25 minutes, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the collection of information. If you have comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: Mathematica Policy Research, 1100 1st Street, NE, 12th Floor, Washington, DC 20002, Attention: Jerry West.