

**APPENDIX 6**

**RECRUITMENT EMAIL FROM ACF FOR PROGRAM DIRECTORS  
FOR ONSITE DATA COLLECTION**

DATE

Dear [**GRANTEE/DELEGATE AGENCY DIRECTOR NAME**]:

I am writing to inform you that selected centers in your program will be invited to participate in the Migrant and Seasonal Head Start (MSHS) Study. We are inviting 53 randomly selected centers within 24 MSHS grantee/delegate agencies from across the United States to participate in onsite data collection activities. During the onsite visit, the MSHS Study team will conduct teachers and assistant teacher surveys, in-person interviews with parents, child assessments, and classroom observations.

In addition to the onsite data collection, all program directors and selected center directors will receive a mailed survey that takes about 40 minutes to complete.

This important study is sponsored by the Administration for Children and Families and is being conducted under contract to Abt Associates and its partners, The Catholic University of America and Westat. The study will describe the characteristics and experiences of the children and families who enroll in MSHS as well as MSHS programs and services. A senior member of the MSHS Study team will follow up with you over the next few months to explain which centers within your program were selected for onsite data collection, provide details about the study activities and to answer any questions you may have.

Participation in this study is voluntary, but we request your assistance to strongly encourage your centers to participate in this critical study. As you may know, this will be the first nationally-representative study of MSHS in over a decade. Each center's responses matter! We believe that the study will provide valuable information to practitioners, policy makers and researchers about how to improve services for migrant and seasonal farmworker families.

If you have any questions about this study, please feel free to contact Linda Caswell, Study Director, at Abt Associates (617-520-3022 or [Linda\\_Caswell@abtassoc.com](mailto:Linda_Caswell@abtassoc.com)).

Sincerely,

Wendy DeCoursey, PhD  
Federal Project Officer  
Administration for Children and Families

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 number for this information collection is 0970-0XXX and the expiration date is XX/XX/XXXX.