

Email Reminder

Subject: Please complete your YCC Survey!

Dear [Participant Name],

Thank you for agreeing to participate in the Evaluation of Youth CareerConnect (YCC)! When you joined the study, you agreed to take part in a survey. We are writing you because our records show that you have not yet completed the survey. Your opinions and experiences are important to the success of the study and we really want to hear from you.

Please click on the link to complete your survey as soon as possible:

LINK

Your username and password are:

Username: [USERNAME]
Password: [PASSWORD]

[IF 2 WEEKS AFTER SAMPLE RELEASE: If you complete the survey within the next **two** weeks before [DATE]), you will receive a gift card worth **\$40**. It can be used anywhere that credit or debit cards are accepted.]

[IF 3 WEEKS AFTER SAMPLE RELEASE: If you complete the survey within the **next** week (before [DATE]), you will receive a gift card worth **\$40**. It can be used anywhere that credit or debit cards are accepted.]

[IF 4 WEEKS AFTER SAMPLE RELEASE: To thank you for completing the survey, you will receive a gift card worth **\$25**. It can be used anywhere that credit or debit cards are accepted.]

If you would prefer to complete the survey via telephone with a trained interviewer, please call us at 1-844-213-9986. There is no cost for calling this number.

If you have any questions, please call us. Our phone number is **1-844-213-9986**. You can also send us an e-mail at contact@ycc-study.com. Thanks again for agreeing to be a part of the study.

Sincerely,

Alicia Harrington
Survey Director
Mathematica Policy Research

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays an Office of Management and Budget (OMB) control number. The valid OMB control number for this information collection is xxxx-xxxx. Public reporting burden for this collection of information is voluntary and is estimated to average 30 minutes, including the time to review instructions, search existing data resources, gather the data needed and complete and review the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Jessica Lohmann at 202-693-5087 or Lohmann.Jessica@DOL.gov and reference the OMB Control Number xxxx-xxxx.