

Attachment G: Staff Time Study Reminder

Hello <First Name><Last Name>,

This is a reminder to complete the Procedural Justice-Informed Alternatives to Contempt (PJAC) time study by <month><day>. You are being asked to complete the time study because you work at an agency that is participating in the PJAC evaluation.

This time study will ask for information about how you spend your time at work so that the evaluation team can assess the relative costs of the PJAC initiative. Your participation in the time study is important because we want to ensure that we learn how a wide range of child support staff spend their time. The survey should take about 1.5 hours over a two-week period.

If you have any questions about the time study, please do not hesitate to contact MDRC. You can reach MDRC by calling 1-xxx-xxx-xxxxx or emailing xxxxxxx@mdrc.org.

Sincerely,
The PJAC Evaluation Team

THE PAPERWORK REDUCTION ACT OF 1995 (Pub. L. 104-13)

Public reporting burden for the described collection of information is estimated to average 1.5 hours per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information. Your participation 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 0970-0505 and it expires xx/xx/xxxx. If you have comments regarding this collection of information, including suggestions for reducing this burden, please send them to Cindy Redcross, 200 Vesey Street 23rd Floor New York, NY 10281; Attn: OMB-PRA (0970-0505).