

**OMB Control # 0970 – 0356 and Expiration Date: 06/30/2021**

**CIP Administrator Follow-Up Telephone Interview: Email Invitation**

**Subject:** CIP Administrator Follow-Up Interview

Dear [insert name]:

Thank you for completing our survey and letting us know you want to participate in a follow-up telephone interview. We are reaching out to schedule a date and time for the interview. During the call we will follow-up on your survey responses and/or the information you provided in the CIP self-assessment report submitted to the Children's Bureau. The interview will focus on your CIP projects about hearing quality, how judges make decisions on child welfare cases, and your state's court practices in child welfare hearings. This information will help us understand which sites would be appropriate for a future research study or studies.

As you may recall, the Office of Planning, Research, and Evaluation (OPRE) and the Children's Bureau have funded James Bell Associates, the ABA Center on Children and the Law, and Co-Principal Investigators Drs. Alicia Summers and Sophie Gatowski to plan for a future study or studies that will examine the factors associated with judicial decision-making and hearing quality in child welfare cases, and the influence those factors may have on judges' reasonable efforts decisions and on case outcomes.

The interview will take about 30 minutes and is voluntary. Please reply to this email and let us know the best phone number at which to reach you and which of the following times over the next two weeks work best for you:

- [Date/Time 1]
- [Date/Time 2]
- [Date/Time 3]
- [Date/Time 4]

If none of these times work for you, please let us know another time that is more convenient for you.

A member of our research team will then send you an email confirming the date and time. It will be helpful to have your most recent CIP self-assessment to refer to during the interview.

If you'd prefer not to participate, that's perfectly fine; please reply to this email to let us know.

I know your time is valuable and appreciate your consideration.

Best regards,

[insert sign off]

understand which sites would be appropriate for a future study or studies that will examine hearing quality and judicial decision-making in child abuse and neglect cases. Public reporting burden for this collection of information is estimated at 30 minutes per response, 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 number and expiration date for this collection are OMB #: 0970-0356, Exp: 06/30/2021. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to Anne Fromknecht; [fromknecht@jbassoc.com](mailto:fromknecht@jbassoc.com)