

## Attachment E. Confirmation Letter/Email

Form Approved  
OMB No: 0920-xxxx  
Exp. Date: xx-xx-xxxx

Public Reporting burden of this collection of information is estimated at 5 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing 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. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to CDC/ATSDR Reports Clearance Officer, 1600 Clifton Road NW, MS D-74, Atlanta, GA 30333; Attn: PRA (0920-xxxx).

### Study Confirmation Letter/Email

Greetings!

We are pleased to confirm your participation in a research study funded by the Centers for Disease Control and Prevention. Our research team at James Bell Associates, Inc. is partnering with local researchers in your area, [*name community researchers*], to carry out this study. to better understand how the resiliency and strengths of tribal communities support the health and wellbeing of children and families. Thank you for agreeing to participate!

Your [*interview/focus group*] is scheduled for next week on [*insert date and time*] at [*insert location information if in-person/online meeting or phone information if virtual*]. Your [*interview/focus group*] will take up to two hours. All information you provide will be kept confidential. We will do all we can to keep everything you share completely private. If there are some questions you do not want to answer, you may skip them and move on to other questions. You will be paid \$75 for the costs associated with your participation, such as childcare and/or transportation.

Please let us know as soon as possible if you need to reschedule your [*interview/focus group*]. We would be happy to find a date/time that works for you. Participation in the research study is voluntary - please let us know if you change your mind about participating so that we can fill your spot.

If you have questions about your participation or the meeting time/location, please contact us at [*insert phone information*] or email [*insert information*]. We look forward to speaking with you soon.

Thank you,

