

**Using Concept Mapping to Develop a Theory to Describe the Work of
the National Domestic Violence Hotline with Family and Friends of
Victims/Survivors – Formative Data Collection**

Formative Data Collections for Program Support

0970 - 0531

**APPENDIX A.1: Introductory Recruitment
Email for GCM Activities**

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Submitted By:

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An introductory email will be sent to stakeholders to invite them to participate in GCM and to ask them to forward the email to others in their network who meet the criteria for participation. See Exhibit A-1.

Exhibit A-1. Introductory Recruitment Email for GCM Activities

Dear [INSERT NAME],

We are inviting you to participate in an online activity using group concept mapping. We are interested in your views on ways the National Domestic Violence Hotline can support family and friends of victims/survivors.

You qualify for participation if you are a...

1. Family member or friend of a victim/survivor of relationship abuse (e.g., intimate partner violence, dating violence);
2. Victim/survivor of relationship abuse; and/or
3. Practitioner/service provider who works with family/friends or victims/survivors.

Online Group Concept Mapping activities will begin on (INSERT DATE). Participation is easy and can be done on a smartphone, tablet, or computer. Participation is completely voluntary, and all data will be kept private.

If you are a member of at least one of the groups listed above, are not currently in crisis, and are interested in participating, please email Lacey Hartigan at lacey@emt.org.

We also ask you to forward this email to anyone you know who is a member of any of the groups above, provided they are not currently in crisis and at least 18 years of age.

If you have any questions, please contact me at lacey@emt.org or Carol Hagen ([SAF-T project](#) director) at carolhagen@westat.com or (301) 294-3877. **Thank you!**

PAPERWORK REDUCTION ACT OF 1995 (Pub. L. 104-13) STATEMENT OF PUBLIC BURDEN: The purpose of this information collection is to inform the development of a theoretical framework to explain the work of The Hotline as it relates to friends and families of domestic violence victims/survivors. Public reporting burden for this collection of information is estimated to average between 20 minutes to 1 hours per activity per respondent, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information. This is a voluntary collection of information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information subject to the requirements of the Paperwork Reduction Act of 1995, unless it displays a currently valid OMB control number. The OMB # is 0970-0531 and the expiration date is XX/XX/XXXX. If you have any comments on this collection of information, please contact Tia Z. Brown, PhD, MPH (Tia.Brown@acf.hhs.gov) or Kriti M. Jain, PhD, MSPH (Kriti.Jain@acf.hhs.gov).