

**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.2: Recruitment Email for GCM  
Brainstorming Activity**

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Submitted By:

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Administration for Children and Families  
U.S. Department of Health and Human Services

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An email will be sent to stakeholders recruited through email who agree to participate. The email will contain a link to the first SAF-T Concept Mapping Activity, Brainstorming. See Exhibit A-2.

### Exhibit A-2. Recruitment Email for GCM Brainstorming Activity

Dear [INSERT NAME],

Thank you for your interest in participating in group concept mapping. We appreciate your input and value your participation. To begin, we will be asking you to share your views on ways the National Domestic Violence Hotline can support families and friends of victims/survivors.

For this brainstorming activity, we ask you to complete a sentence (as many times as you like) in the website accessed through the link below. You can use a smartphone, computer, or tablet. The activity should take anywhere from 5 to 20 minutes. Your responses are anonymous and cannot be linked to your email address or any other identifying information. Please note that you may return to the website (using the same link provided below) and add new ideas until the activity closes on [INSERT DATE].

LINK TO PARTICIPATE: [INSERT PROJECT LINK]

**As a reminder, you qualify for participation if you are age 18 or older, not currently in crisis, and 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 who works with family/friends or victims/survivors.

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