

Attachment E. Confirmation Letter/Email

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

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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,

