

## Measuring, Supporting, and Understanding Child and Caregiver well-being through Employment and Self-Sufficiency research (Measuring SUCCESS)

### Outreach email to focus group participants

Dear [Participant Name],

[Program] recommended we reach out to you about participating in a focus group for the Measuring, Supporting, and Understanding Child and Caregiver well-being through Employment and Self-Sufficiency research (Measuring SUCCESS) project. For this project, we are helping the U.S. Department of Health and Human Services, Administration for Children and Families learn more about the experiences and well-being of families involved with programs that aim to increase economic security such as [program], to inform future research about these types of programs.

We are holding this group so that we can hear directly from families that have been involved with programs that aim to increase economic security about what it means to “be well” in the program and their experiences during and after the program. By “be well,” we mean personally, financially, emotionally, in your personal health, and so on. You are our experts and we want to learn from you. The focus group will be about 90 minutes and be on/at [zoom or location] on [date/time]. You will receive a [\$50 or \$65] Visa gift card as a token of appreciation for participating in the focus group.

Attached to this email is a Frequently Asked Questions document with more information about the Measuring SUCCESS project and the focus groups. Your participation in this focus group is completely voluntary. You do not have to answer any questions you do not want to, and you can leave at any time. What we discuss during the focus group will be kept private by the study team. Nothing you say will ever be linked to your name in materials that result from this work. Also, nothing you say will affect your eligibility for [TANF] or any other programs. I have also attached a consent form that we will be going over before the focus group.

Please reply to this email that you are able to attend the focus group on/at [zoom or location] on [date/time]. If you would like further information about this project, please feel free to call [NAME, TITLE] at [PHONE #] or email me at [email].

Sincerely,

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 the described collection are OMB #: 0970-0356, Exp: 02/29/2024.