

# Appendix B. Letter of Support from the Office of Child Care

Dear [NAME],

On behalf of the Office of Child Care, I am writing in support of the **Child Care and Early Education Supply-Building and Sustaining Strategies Survey**, funded by the Office of Planning, Research, and Evaluation (OPRE) within the Administration for Children and Families (ACF).

This voluntary web survey will ask Child Care and Development Fund (CCDF) administrators, like you, questions about child care and early education supply-building and sustainability efforts that your state or territory has been undertaking. This information can help inform and strengthen future efforts to build and sustain the supply of care for children from birth through age 12.

The Office of Child Care fully supports this survey and your participation in the data collection, should you wish to respond. We hope you will take advantage of this exciting opportunity to share the great work you are doing!

Thank you in advance for considering participation in this important effort.

Sincerely,

[NAME]  
Director  
Office of Child Care

*The Child Care and Early Education Supply-Building and Sustaining Strategies survey is being conducted by the Urban Institute, a nationally recognized, nonpartisan research organization. If you have any questions or concerns about this study or your participation, please contact Gina Adams, Principal Investigator at [gadams@urban.org](mailto:gadams@urban.org). For technical questions about the survey, contact the survey team at [CCEEsupplybuilding@urban.org](mailto:CCEEsupplybuilding@urban.org) or (202)261-5357.*

This information collection is voluntary. 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: 2/29/2024. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: Urban Institute, 500 L'Enfant Plaza SW, Washington, DC 20037.