

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

Outreach email 2 to focus group participants

Dear [Participant Name],

We wanted to follow up on an email that we sent you about participating in an important 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 would like to 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. 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 (for example, the study team will use numerical codes in notes instead of participant names as soon as feasible). 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,

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