MUSE-STC Site Engagement Email Template

Subject: Invitation to Participate in Multisite Study of State-Tribal Collaboration in Home Visiting

Dear [Awardee Lead Name]

I am writing on behalf of the Study Team for the Multisite Study of State-Tribal Collaboration in Home Visiting (MUSE-STC). MUSE-STC is a research study funded by the Administration for Children and Families, Office of Planning, Research and Evaluation (OPRE) in partnership with the Health Resources and Services Administration (HRSA). The aim of the study is to explore the collaborations between MIECHV-funded awardees and tribal communities and their influence on planning and implementation of home visiting services for American Indian and Alaska Native (AIAN) families.

I am emailing you today because the partnership between [Awardee and local agency] was identified as a potential case for the MUSE-STC qualitative case study. Your agency and the local program you fund were identified. Partnerships were identified because they represent the diverse and complex way in which MIECHV agencies and local home visiting programs partner in providing services to AIAN families. Through interviews with both awardee and local program staff within each of these partnerships, we will explore how partnerships are formed, the strengths and challenges facing partnerships, and the impact of this partnering on services to AIAN families.

We are interested in conducting interviews with staff from awardee agencies and local programs. We are hoping that through your role as MIECHV lead for [Agency/State] you would be willing to help us identify and recruit program staff within your agency as well as [partner local agency]. We are hoping to conduct 90-minute individual virtual interviews with several individuals representing the state agency, the LIA, and other key partner staff during [vague timeframe, like next month or end of June, etc.]. Participation in the interviews is voluntary, as is your participation in this process of engaging your agency.

If you are willing, we would like to schedule a call to answer any questions you have and discuss next steps.

Thank you in advance for your consideration,

[MUSE-STC team member name]

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