

## Attachment A: I-HMRF Recruitment Notifications

- A1. HMRF Administrator and Facilitator Focus Group Invitation Email
- A2. Non-HMRF Administrator and Facilitator Interview Invitation Email
- A3. HMRF and Non-HMRF Participant Focus Group Invitation Email
- A4. HMRF and Non-HMRF Young Participant Photovoice Invitation Email
- A5. Community Member Talking Circle Invitation Email
- A6. Pre-Invitation Email from Site Staff

## A1. HMRF Administrator and Facilitator Focus Group Invitation Email

To: [Respondent Email Address]  
From: I-HMRF Project Team  
Subject: Call for participants in I-HMRF Project!

Dear [NAME],

We are writing to invite you to participate in a project called the *Advancing Best Practices and Cultural Relevance of Healthy Marriage and Responsible Fatherhood Programs for Indigenous Communities* project, or what we call I-HMRF. I-HMRF is being conducted by Mathematica for the Administration for Children and Families within the U.S. Department of Health and Human Services.

- [PROGRAM] is one of just six sites nationwide that is participating in this effort to learn about the services that are currently supporting healthy relationships, fatherhood, or economic wellbeing in Indigenous communities.
- By choosing to participate in the project's activities, you will help us learn how programs like [PROGRAM] can provide more relevant and culturally responsive services to Indigenous communities!

You can participate by joining a focus group to learn about your experience [**IF ADMIN**: overseeing a [Healthy Marriage and/or Responsible Fatherhood] program that serves Indigenous participants to better understand your motivations for offering these services, what has worked well for you, and where you have encountered challenges] / [**IF FACILITATOR**: providing [Healthy Marriage and/or Responsible Fatherhood] services to Indigenous participants to better understand what has worked well for you and where you have encountered challenges]. We expect this discussion to take about 60-90 minutes.

- **(Language to be included for non-HMRF grantees) If you participate in the focus group, you will receive \$50 to thank you for your participation.**

**Please email us at [email] or call us at [xxx-xxx-xxxx] if you are interested in participating!**

Here are some points to keep in mind:

- Your participation in the conversation is completely voluntary, and you may skip any questions you don't wish to answer or stop at any time. There are no known risks to joining this conversation, and there is no penalty or consequence for deciding not to

participate. There are also no right or wrong answers to the questions we will ask; we just want to hear your perspectives based on your experience.

- We will use the information you share with us to write a summary of what we learned, but we will not attribute any of your comments to you in our reports.

**If you are interested in participating or have any questions about the I-HMRF project, please email us at [email] or call us at [xxx-xxx-xxxx].** Your opinions and experiences are important to the success of this project.

Thank you for your consideration!

Sincerely,

Lauren Tingey

I-HMRF Project Director

**Paperwork Reduction Act Statement:** The referenced collection of information 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 control number for this collection is 0970-0531 and it expires 9/30/2025.

## A2. Non-HMRF Administrator and Facilitator Interview Invitation Email

To: [Respondent Email Address]  
From: I-HMRF Project Team  
Subject: Call for participants in I-HMRF Project!

Dear [NAME],

We are writing to invite you to participate in a project called the *Advancing Best Practices and Cultural Relevance of Healthy Marriage and Responsible Fatherhood Programs for Indigenous Communities* project, or what we call I-HMRF. I-HMRF is being conducted by Mathematica for the Administration for Children and Families within the U.S. Department of Health and Human Services.

- [PROGRAM] is one of just six sites nationwide that is participating in this effort to learn about the services that are currently supporting healthy relationships, fatherhood, or economic wellbeing in Indigenous communities.
- By choosing to participate in the project's activities, you will help us learn how programs like [PROGRAM] can provide more relevant and culturally responsive services to Indigenous communities!

You can participate in an interview with a member of the I-HMRF project team to learn about your experience providing services to Indigenous participants to better understand what has worked well for you, where you have encountered challenges, and what services might look like in the future. We expect this discussion to take about 30-60 minutes.

- **(Language to be included for non-HMRF grantees) If you participate in the interview, you will receive \$50 to thank you for your participation.**

**Please email us at [email] or call us at [xxx-xxx-xxxx] if you are interested in participating!**

Here are some points to keep in mind:

- Your participation in the conversation is completely voluntary, and you may skip any questions you don't wish to answer or stop at any time. There are no known risks to joining this conversation, and there is no penalty or consequence for deciding not to participate. There are also no right or wrong answers to the questions we will ask; we just want to hear your perspectives based on your experience.

- We will use the information you share with us to write a summary of what we learned, but we will not attribute any of your comments to you in our reports.

**If you are interested in participating or have any questions about the I-HMRF project, please email us at [email] or call us at [xxx-xxx-xxxx].** Your opinions and experiences are important to the success of this project.

Thank you for your consideration!

Sincerely,

Lauren Tingey

I-HMRF Project Director

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### A3. HMRF and Non-HMRF Participant Focus Group Invitation Email

To: [Respondent Email Address]  
From: I-HMRF Project Team  
Subject: Call for participants in I-HMRF Project!

Dear [NAME],

We are writing to invite you to participate in a project called the *Advancing Best Practices and Cultural Relevance of Healthy Marriage and Responsible Fatherhood Programs for Indigenous Communities* project, or what we call I-HMRF. I-HMRF is being conducted by Mathematica for the Administration for Children and Families within the U.S. Department of Health and Human Services.

- [PROGRAM] is one of just six sites nationwide that is participating in this effort to learn about the services that are currently supporting healthy relationships, fatherhood, or economic wellbeing in Indigenous communities.
- By choosing to participate in the project's activities, you will help us learn how to provide better services to people like you!

You can participate by joining a focus group discussion to learn about your experience with receiving [IF HM&RF: healthy marriage/responsible fatherhood] services from [PROGRAM] [IF NON-HM&RF: or other programs like it], such as what has been most beneficial and what has been challenging for you. We expect this discussion to take about 60-90 minutes.

- **If you participate in the focus group, you will receive \$50 to thank you for your participation.**

**Please email us at [email] or call us at [xxx-xxx-xxxx] if you are interested in participating!**

Here are some points to keep in mind:

- Your participation in the conversation is completely voluntary, and you may skip any questions you don't wish to answer or stop at any time. There are no known risks to joining this conversation, and there is no penalty or consequence for deciding not to participate. There are also no right or wrong answers to the questions we will ask; we just want to hear your perspectives based on your experience.
- We will use the information you share with us to write a summary of what we learned, but we will not attribute any of your comments to you in our reports.

**If you are interested in participating or have any questions about the I-HMRF project, please email us at [email] or call us at [xxx-xxx-xxxx].** Your opinions and experiences are important to the success of this project.

Thank you for your consideration!

Sincerely,

Lauren Tingey

I-HMRF Project Director

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## A4. HMRF and Non-HMRF Young Participant Photovoice Invitation Email

To: [Respondent Email Address]  
From: I-HMRF Project Team  
Subject: Call for participants in I-HMRF Project!

Dear [NAME],

We are writing to invite you to participate in a project called the *Advancing Best Practices and Cultural Relevance of Healthy Marriage and Responsible Fatherhood Programs for Indigenous Communities* project, or what we call I-HMRF. I-HMRF is being conducted by Mathematica for the Administration for Children and Families within the U.S. Department of Health and Human Services.

- [PROGRAM] is one of just six sites nationwide that is participating in this effort to learn about the services that are currently supporting healthy relationships, fatherhood, or economic wellbeing in Indigenous communities.
- By choosing to participate in the project's activities, you will help us learn how to provide better services to people like you!

You can participate by joining in an activity called photovoice, which will involve taking a few photos in response to prompt and having a group discussion about the photos. The photovoice process is a creative way for us to learn more about your experience with receiving [IF HM&RF: healthy marriage/responsible fatherhood] services from [PROGRAM] [IF NON-HM&RF: or other programs like it] and what additional services might be beneficial for young adults like you.

- First, we will host a brief information session (15-30 minutes). If you decide to participate in the photovoice activities, we will ask you to take a few photos in response to a prompt and join a follow-up group discussion to talk about the photos you took. We expect this discussion to take about 30-60 minutes.
- **If you participate in the photovoice activities, you will receive \$50 to thank you for your participation.**

**Please email us at [email] or call us at [xxx-xxx-xxxx] if you are interested in participating!**

Here are some points to keep in mind:



- Your participation in the conversation is completely voluntary, and you may skip any questions you don't wish to answer or stop at any time. There are no known risks to participating and there is no penalty or consequence for deciding not to participate. There are also no right or wrong answers to the questions we will ask; we just want to hear your perspectives based on your experience.
- We will use the information you share with us to write a summary of what we learned, but we will not attribute any of your comments to you in our reports.

**If you are interested in participating or have any questions about the I-HMRF project, please email us at [email] or call us at [xxx-xxx-xxxx].** Your opinions and experiences are important to the success of this project.

Thank you for your consideration!

Sincerely,

Lauren Tingey

I-HMRF Project Director

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## A5. Community Member Talking Circle Invitation Email

To: [Respondent Email Address]  
From: I-HMRF Project Team  
Subject: Call for participants in I-HMRF Project!

Dear [NAME],

We are writing to invite you to participate in a project called the *Advancing Best Practices and Cultural Relevance of Healthy Marriage and Responsible Fatherhood Programs for Indigenous Communities* project, or what we call I-HMRF. I-HMRF is being conducted by Mathematica for the Administration for Children and Families within the U.S. Department of Health and Human Services.

- [PROGRAM] is one of just six sites nationwide that is participating in this effort to learn about the services that are currently supporting healthy relationships, fatherhood, or economic wellbeing in Indigenous communities.
- By choosing to participate in the project's activities, you will help us learn how to provide better services to people like you!

You can participate by joining a Talking Circle to learn about your perspectives on how families are doing in your community, what services currently exist to support them, and what other services might be needed to promote strong families and community relationships. We expect this discussion to take about 90-120 minutes.

- **If you participate in the Talking Circle, you will receive \$50 to thank you for your participation.**

**Please email us at [email] or call us at [xxx-xxx-xxxx] if you are interested in participating!**

Here are some points to keep in mind:

- Your participation in the conversation is completely voluntary, and you may skip any questions you don't wish to answer or stop at any time. There are no known risks to joining this conversation, and there is no penalty or consequence for deciding not to participate. There are also no right or wrong answers to the questions we will ask; we just want to hear your perspectives based on your experience.
- We will use the information you share with us to write a summary of what we learned, but we will not attribute any of your comments to you in our reports.

**If you are interested in participating or have any questions about the I-HMRF project, please email us at [email] or call us at [xxx-xxx-xxxx].** Your opinions and experiences are important to the success of this project.

Thank you for your consideration!

Sincerely,

Lauren Tingey

I-HMRF Project Director

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## A6. Pre-Invitation Email from Site Staff

To: [Respondent Email Address]  
From: Program Site Staff  
Subject: Opportunity to participate in I-HMRF Project!

Dear [NAME],

I am writing to let you know that [PROGRAM] is one of just six sites nationwide participating in an exciting project called the *Advancing Best Practices and Cultural Relevance of Healthy Marriage and Responsible Fatherhood Programs for Indigenous Communities* project, or I-HMRF.

This project is interested in talking to program staff, participants, and community members about their experiences to help improve services like ours for Indigenous communities.

**As a [program staff member/program participant/member of this community], I thought you might be interested in sharing your experiences as part of this project!**

You will be hearing from a member of the I-HMRF team soon. They will provide more information about how you can participate. You do not have to participate if you do not want to, but your opinions and experiences are important to the success of the project. Everyone who participates in project activities will receive \$50 to thank them for their participation.

**If you are interested in participating or have any questions about the I-HMRF project, please email [I-HMRF contact] at [email] or call [xxx-xxx-xxxx].**

Thank you for your consideration!

Sincerely,

[Staff name/title]

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