

## Instrument 6. DDDRP Participant Follow-up Data Guidance-Subset of Cohort 1

Dear [Grant Recipient],

This email is a follow up to our earlier discussions where you agreed to participate in an outcome data collection to better understand the extent to which families participating in your program are experiencing changes in immediate outcomes, such as diaper need.

I write to you to request you re-administer the baseline tool you developed and fielded to participating families at the time of enrollment - the [Tool Title]. You should attempt to field this tool to all families that are currently participating in your Diaper Distribution Demonstration and Research Pilot program. Please administer all items that you included in the original tool. The follow-up survey should be administered between [Start Date] and [End Date]. We expect it will take respondents five to ten minutes to complete your tool as a follow-up survey. You should field it in the same manner as you fielded it at baseline (e.g., if your staff read items to families and wrote down their responses, you should repeat that process), unless the original methodology is no longer feasible or no longer makes sense. Please use the same response codes.

After the data are collected, please submit the data to your project's Box.com folder. You will need to follow the specific de-identification procedures we will share with you, and link individual-level baseline and follow-up responses for each family. We request you submit the data no later than [Date]. We will check in with you throughout this process to provide technical assistance and support.

If you have any questions, please contact the DDDRP evaluation team at [diapereval@westat.com](mailto:diapereval@westat.com).

Thank you,

Allison Hyra  
Project Director