

Appendix H. Focus Group Contact Form

Thank you for expressing interest in participating in a 75-minute virtual focus group. This focus group is part of a larger project called "[Understanding Supply-Building and Sustainability Efforts of the Child Care and Early Education Market](#)" funded by the Office of Planning, Research, and Evaluation in the federal Administration for Children and Families.

This focus group will include questions about [STRATEGY]. If you are familiar with [STRATEGY] and interested in learning more about the focus groups, please complete this form to share your information. We will reach out within 48 hours to tell you more about the study.

FIRST NAME: [_____]

LAST NAME: [_____]

NAME OF CHILD CARE AND EARLY EDUCATION BUSINESS: [_____]

*EMAIL ADDRESS: [_____]

OR

PHONE NUMBER: [_____]

[IF PHONE NUMBER IS ENTERED] Is this a phone number to a mobile device?

- ☐ Yes
- ☐ No

[IF YES] We would like to send SMS text messages to this number to share appointment updates or other pertinent information about the focus group. If you agree, please check the box below.

- ☐ *By checking this box, you agree to receive appointment reminders and other pertinent information about this focus via SMS messages from the Urban Institute. Message and data rates may apply.*

When is the best time for us to reach you? Check all that apply.

- ☐ Early morning (6:30 am-9:00 am)
- ☐ Late morning (9:00 am-12:00 pm)
- ☐ Early afternoon (12:00 pm-3:00 pm)
- ☐ Late afternoon/early evening (3:00 pm-6:00 pm)
- ☐ Evening (6:00 pm-8:00 pm)

*This is a required field. The respondent will need to enter either their phone number or email address. All other fields are optional.

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: 1/31/2027. 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.