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## **APPENDIX A. Telephone Interview Outreach Materials**

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## Initial email invitation for telephone interviews with grantees and providers

**Email subject:** Invitation for virtual interview on Adulthood Preparation Subjects for PREP grantees and providers

Dear [Grantee Contact Name],

We are contacting you on behalf of the Family and Youth Services Bureau in the Administration for Children and Families (ACF), U.S. Department of Health and Human Services. ACF has contracted with Mathematica, an independent research firm, to conduct this study with Personal Responsibility Education Program (PREP) grantees and providers.

We are inviting a subset of Competitive PREP, State PREP, Tribal PREP and PREIS grantees and providers to participate in a virtual interview this summer about their experiences implementing the Adulthood Preparation Subjects (APSs) in their PREP programming for youth. The interview will take place over the phone and last about an hour. The interview will ask about how your program covers topics for your selected APSs and how well you think the APS topics and content meet the needs of the youth you serve and are culturally relevant for these youth. We will also ask about any suggested changes or improvements you may have to the APSs.

Your participation in the conversation is voluntary, although we hope you will make time to share your perspective with us. We will incorporate what you share in a written summary of what we learn, but we will not attribute your comments to you by name in our reporting.

We would like to hold the interviews between June and August 2023 and would schedule the interview at a time most convenient for you.

By [date two weeks from email date], please let us know if you are able to participate in the one-hour virtual interview. If you are able to participate, we will reach out to schedule a time that would work well for you.

If you have questions about this interview, please contact us at [phone and email].

Sincerely,

Alicia Meckstroth

Principal Researcher

Mathematica

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## Follow-up scheduling email for telephone interviews with grantees and providers

**Email subject:** PREP Adulthood Preparation Subjects Study: Scheduling Interview

Dear [Grantee Contact Name],

Thank you for your willingness to participate in our study examining the experiences of PREP grantees and providers implementing the Adulthood Preparation Subjects. We are reaching out to schedule the one-hour virtual interview with you. Please let us know your availability at the times below.

- [Date and time 1]
- [Date and time 2]
- [Date and time 3]

If none of these times work for you, please feel free to share times that would work for you.

Thank you again for participating in this interview; your experiences and opinions are very valuable for us.

If you have questions about this interview, please contact us at [phone and email].

Sincerely,

Alicia Meckstroth

Principal Researcher

Mathematica

OMB #: 0970-0531, Expiration: 09/30/2025