

## Appendix A

### NCASE Out-of-School Time Workforce Focus Group Consent

I volunteer to participate in an information collection (focus group) conducted by the National Center on Afterschool and Summer Enrichment (NCASE). I understand the focus group is designed to gather information about OST workforce experiences and needs.

My participation in this focus group is voluntary. I can discontinue participation at any time without penalty.

I understand the focus group will be audio-recorded. When the audio files are transcribed, all identifying information will be removed. Subsequent uses of records and data will be subject to standard data use policies which protect the anonymity of individuals and institutions. I understand that NCASE will not identify me by name in any reports using information obtained from this focus group, and that my privacy as a participant in this focus group will remain secure.

I understand that I will receive a \$50 honorarium for sharing my professional expertise. I understand that the honorarium will be emailed to me after the focus group ends.

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Signature

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Date

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Printed Name

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Email

PAPERWORK REDUCTION ACT OF 1995 (Public Law 104-13) STATEMENT OF PUBLIC BURDEN: The purpose of this information collection is to allow the National Center on Afterschool and Summer Enrichment (NCASE) to hear directly from members of the OST workforce about their experiences and needs to help inform NCASE's development of responsive technical assistance as well as inform OCC/ACF's understanding of workforce needs. Public reporting burden for this collection of information is estimated to average 1 hour per respondent, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information. This is a voluntary collection of information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information subject to the requirements of the Paperwork Reduction Act of 1995, unless it displays a currently valid OMB control number. The OMB # is 0970-0531 and the expiration date is 09/30/2025. If you have any comments on this collection of information, please contact [ncase@ecetta.info](mailto:ncase@ecetta.info).