**Information Letter about Participating in Research for**

**US Department of Housing and Urban Development**

**Purpose of Research**

To create recommendations for a new HUD **digital strategy that *provides services and information to clients, employees, community partners, and other stakeholders through the public-facing, HUD website*.**

The research will allow for understanding (1) the digital tools and processes currently used by HUD, (2) how these tools are experienced today, and (3) recommendations for how digital tools could be used by clients, employees, community partners and others stakeholders.

**Your Rights & Confidentiality**

* This interview may be around 30-60 minutes.
* You can stop at any time without penalty.
* Anything you share can be anonymized if you prefer.
* No names will be used in connection with any information collected.

**Voluntary Recording Request**

* you can choose to be audio or video recorded, or not without penalty,
* if you choose to be audio or video recorded, it will help the accuracy of interview notes,
* audio recordings will be shared only with the research team, and in the context of sharing your opinion and experience to improve HUD.gov.
* please turn to page 2.

**Permission to Record Interview**

Please Check those that apply:

[ ] I **do** grant permission for this interview to be **photographed.**

[ ] I **do** grant permission for this interview to be **audio** recorded.

[ ] I **do** grant permission for this interview to be **video** recorded.

[ ] I grant permission for this interview, the above recordings and voluntarily sign this form:

Print Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_

**Receive a Summary of The Research Findings**

Please Check One:

[ ] **Do not** email me a summary of the research findings.

[ ] Yes, please email me a summary of the research findings to the following

email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.